
Plaintiff : IN THE COURT OF COMMON PLEAS OF
 : VENANGO COUNTY, PENNSYLVANIA
 :
 :
 :
 :
 :

Defendant : Civil Division
 : CIV No. _____ - _____

Praecipe for Entry of Appearance / Self-Represented Party

TO THE PROTHONOTARY:

Please enter my appearance in the above-captioned matter. I understand that I am under a continuing obligation to provide current contact information to the court, to other self-represented parties, and to attorneys of record.

[Please remove the name of _____, Esquire, in this matter. I certify that I have given written notice to the above-named counsel via first-class mail to _____ or via hand-delivery to _____ on _____ (date)].

I have provided a copy of this entry of appearance to all self-represented parties and attorneys of record as follows:

Papers may be served at the address set forth below:

Name

Address

City, State, Zip Code

Telephone Number

Fax Number for service of Papers (optional)

I hereby certify that this change is not intended to, nor will it, delay this proceeding to the best of my knowledge, information and belief.

Date: _____ Signature: _____

