PHILADELPHIA COURT OF COMMON PLEAS
ORPHANS' COURT DIVISION

PETITION/PLEADING COVER SHEET

FOR COURT USE ONLY

ASSIGNED TO JUDGE:

DATE:
Do not telephone Judge for status.
Do not send Judge courtesy copies.

Estate of:

_____

Type of Estate: _____

O.C. No. _____ of _____

Name of Filing Party:

_____

(Check one) ☐ Moving Party ☐ Responding Party

Type of Petition/Pleading or Document:

_____

_____

A. Is Notice Required?

☐ No

☐ No. All required waivers are attached.

☐ Yes. Copy of notice and certification attached.

Date of Notice: _____

Response Date: _____

B. If Citation is Requested:

1. Was Citation Against Instant Respondent previously issued?

   ☐ Yes ☐ No

2. If yes, was it served?

   ☐ Yes. No additional citation is necessary. Notice is required.

   ☐ No. Explain why it was not served.

C. Has another petition been decided in this case? ☐ Yes ☐ No

Is another petition pending? ☐ Yes ☐ No

If yes, identify the judge, and/or the status of the petition(s).

D. OTHER PARTIES

(Name, address and ***telephone number*** of all counsel of record and unrepresented parties. If needed use separate sheet.)

Attach a stamped addressed envelope for each attorney of record and unrepresented party.

By filing this document and signing below, the moving or responding party certifies that no notice was required, or that this petition/response, along with all documents filed, were served upon all counsel and unrepresented parties, in accordance with Phila. O.C.R. 1.2.A. Furthermore, the moving or responding party verifies (subject to the penalties of 18 Pa. C.S. §4904 relating to unsworn falsification to authorities) that the answers made herein are true and correct and understands that sanctions may also be imposed for inaccurate or incomplete answers.

_____ _____

(Attorney Signature/Unrepresented Party) *(Print Name)* *(Attorney I.D. No.)*

This Petition or Pleading will be forwarded to the Court after the Response Date, or immediately if no notice or response is required.