

**RULE 1915.15. Form of Order**

The order to be attached on top of a complaint for custody or petition for visitation or to modify custody shall be in substantially the following form:

IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA  
CIVIL ACTION LAW

\_\_\_\_\_, :  
Plaintiff :  
v. : No.  
\_\_\_\_\_, :  
Defendant :

**ORDER**

You, \_\_\_\_\_, (Plaintiff) (Defendant), have been sued in Court to (OBTAIN)(MODIFY) (shared legal custody) (sole legal custody) (partial physical custody) (primary physical custody) (shared physical custody) (sole physical custody) (supervised physical custody) of the following child/children: (names)

1. **You are ordered** to appear in person at 50 North Duke Street, Lancaster County Courthouse, Lancaster, Pennsylvania, on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_ o'clock \_\_.m. for a conciliation conference to be held in room number \_\_\_\_\_ before Custody Conference Officer \_\_\_\_\_.

2. **Pending the custody conference:**  
(Court selects option)

- No temporary order is requested.
- The Court issues no temporary order.
- The custody Order \_\_\_\_\_ (date and reference No.) remains in effect.

With the following revisions (if applicable)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Court enters the following Temporary Order

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. **Required Education Seminar:**

a. All parties named in the caption of the case **MUST** participate in the custody education seminar approved by the Court at the time the custody action was filed.

b. Unless specifically directed by order of Court, no children shall be present at either the custody education seminar or the conciliation conference. For those cases in which the Court directs the party to bring a child or children to the conference, the supervision requirements of Local Rule 1915.5(b)C apply.

c. Attendance at the custody education seminar will be verified by a certificate which must be presented to the Conference Officer at the beginning of the conciliation conference.

d. A brochure and registration form identifying the seminar and giving the dates, times and location of the seminar is attached. The registration form and fee **MUST** be returned promptly to assure timely attendance. All parties must attend the required seminar even if the seminar information was omitted from the attached complaint or petition.

e. If a brochure and registration form are not attached, call the District Court Administrator at 717-299-8041 or access the form on the County website which is [www.co.lancaster.pa.us/Courts](http://www.co.lancaster.pa.us/Courts).

f. If you fail to attend the custody education seminar without being excused by order of Court, you **WILL** be subject to contempt proceedings.

4. **If you fail to appear** as provided by this order, an order for custody, partial custody or visitation may be entered against you or the Court may issue a warrant for your arrest.

5. **You must file** with the court a verification regarding any criminal record or abuse history regarding you and anyone living in your household on or before the initial in-person contact with the court (including, but not limited to, a conference with a conference officer or judge or conciliation) but no later than 30 days after service of the complaint or petition.

6. No party may make a change in the residence of any child which significantly impairs the ability of the other party to exercise custodial rights without first complying with all of the applicable provisions of 23 Pa.C.S. §5337 and PA.R.C.P. No. 1915.17 regarding relocation.

YOU SHOULD TAKE THIS PAPER TO YOUR LAWYER AT ONCE. IF YOU DO NOT HAVE A LAWYER, GO TO OR TELEPHONE THE OFFICE SET FORTH BELOW. THIS OFFICE CAN PROVIDE YOU WITH INFORMATION ABOUT HIRING A LAWYER. IF YOU CANNOT AFFORD TO HIRE A LAWYER, THIS OFFICE MAY BE ABLE TO

PROVIDE YOU WITH INFORMATION ABOUT AGENCIES THAT MAY OFFER LEGAL SERVICES TO ELIGIBLE PERSONS AT A REDUCED FEE OR NO FEE.

OFFICE OF THE DISTRICT COURT ADMINISTRATOR  
LANCASTER COUNTY COURTHOUSE  
50 NORTH DUKE STREET  
LANCASTER, PA 1760  
(717) 299-8041

AMERICANS WITH DISABILITIES ACT OF 1990

The Court of Common Pleas of Lancaster County is required by law to comply with the Americans with Disabilities Act of 1990. For information about accessible facilities and reasonable accommodations available to disabled individuals having business before the Court, please contact the District Court Administrator. All arrangements must be made at least seventy two hours prior to any hearing or business before the Court. You must attend the scheduled conference or hearing.

BY THE COURT:

---

JUDGE

DATE:

ATTEST:

Revised 2-10-16

Effective 4-4-16