

\_\_\_\_\_  
Plaintiff  
vs.  
\_\_\_\_\_  
Defendant

: IN THE COURT OF COMMON PLEAS  
: OF ERIE COUNTY PENNSYLVANIA  
:  
: Docket NO. \_\_\_\_\_  
:

**Entry of Appearance as a Self-Represented Party**

***Please complete each section by marking the boxes and providing all applicable information.***

**Section 1**

In the above captioned matter I am the (choose one)       Plaintiff       Defendant

I have chosen not to be represented by an attorney for the following action (choose one)

Custody       Divorce       Support       Protection from Abuse       Paternity Case

**Section 2** (choose one)

- This is a new case in which I will be representing myself and have chosen not to hire an attorney.
- This is not a new case and Attorney \_\_\_\_\_ previously represented me. I have chosen not to be represented by said attorney and request the attorney of record be removed as my counsel. (If you choose this option, you must check one of the following boxes)
  - The Withdrawal of Appearance signed by Attorney \_\_\_\_\_ is attached.
  - I will send a copy of this notice to Attorney \_\_\_\_\_, who previously represented me.

**Section 3**

My entire Address for the purpose of receiving all future pleadings and other legal notices is:

- This is my home address       This is not my home address

\_\_\_\_\_  
Number and Street or P.O Box number      City, State      Zip Code

\_\_\_\_\_  
Telephone number      Fax number (optional)      Email address (optional)

**I UNDERSTAND I MUST FILE A NEW FORM EVERY TIME MY ADDRESS OR TELEPHONE NUMBER IS CHANGED AND MUST PROVIDE A COPY OF THIS FORM TO THE COURT OFFICE ADMINISTERING MY CASE (i.e Domestic Relations Office, Custody Office or PFA Office) ALL ATTORNEYS OF RECORD AND SELF-REPRESENTED PARTIES INVOLVED IN THIS CASE. I FURTHER UNDERSTAND THAT IF I PROVIDE A FAX NUMBER OR E-MAIL ADDRESS ABOVE THAT I AM AGREEING TO ACCEPT SERVICE OF PLEADINGS AND NOTICES VIA ONE OF THOSE ELECTRONIC MEANS, RATHER THAN PAPER COPY.**

**I understand that by deciding to represent myself, the Court will hold me to standards of knowledge regarding the statutory law, evidence law, Local and State Rules of Procedure and applicable case law and that I must be fully prepared to meet those responsibilities.**

**I verify that the statements made in this Entry of Appearance as a Self-Represented Party are true and correct. I understand that if I make false statements herein, that I am subject to the penalties of 18 Pa.C.S. §4904 relating to unsworn falsification to authorities.**

\_\_\_\_\_  
Date      Signature

***After filling out this form, you must file it with the Prothonotary in Room 120 of the Erie County Courthouse. You must also give a copy to all other self-represented parties and all attorneys of record.***