#### Delaware County Court of Common Pleas Civil Rules

Rule *27.	Zoning and Other Local Administrative Appeals
Rule *29.	Appeals from Denial of Driver's License or Suspension of Operating Privilege
	(75 Pa.C.S. §1550)
Rule *30.	Appeals from Real Estate Assessments 5
Rule *34.	Termination of Inactive Cases 6
Rule *35.	Form of Active Status Certification
Rule *76.	Definitions
Local Rule 107.	Automation Program for Case Management 7
Local Rule 117.	Monetary Bail Acceptance at Correctional Facility
Rule 205.2.	Filing Legal Papers with the Office of
	Judicial Support. (Rescinded) 8
Rule *205.2(a).	Filing Legal Papers with the Office of
1 (u).	Judicial Support
Rule *205.2(b).	Cover Sheets. 9
Rule 205.4.	Electronic Filing and Service of
1010 200	Legal Papers. (Rescinded)
Local Rule 205.4.	Electronic Filing and Service of
Local Raic 203. 1.	Legal Papers
Rule 206A.	Petitions, Rules, Answers and Motions.
Tuic 20071.	(Rescinded)
Rule 206B.	Related to Non-Family Matters—Motion
Ruic 200D.	Hearing, and Trial Divisions. (Rescinded) 18
Rule 206.1(a)(c).	Petition. Definition. Form. Content
Rule 206.4(c).	Rule to Show Cause. Alternative Procedures 24
Rule 206.4(c).	Rules to Show Cause. (Rescinded) 24
Rule 206.8.	Petitions. Rules. Answers. Motions in Family
Kule 200.8.	Matters24
Rule 207.	Petition to Change Name. (Rescinded) 28
Rule 207.	Medical Malpractice. Health Care Provider.
Kule 200.	Affidavit of Noninvolvement. (Rescinded) 28
Rule 208.1.	Motions. Non-Family Matters
Rule 208.1.	Motions. Form. Content
Rule 208.2(d).	Uncontested Motions. Certifications
Kuie 200.2(u).	Uncontested Motions. Certifications 29

Rule 208.2(e).	Motion. Certification.	29
Rule 208.3(a)	Simplified Procedure.	29
Rule 208.3(b)	Alternative Procedures	30
Rule 208.3(c)	Return of Weapons and Ammunition	
Rule *223.	Conduct of the Jury Trial	
Rule *223.1.	Custody and Storage of Trial Exhibits 3	
Rule 227.1(g).	Appeal from Objections to Tax Sale	
Rule *227.3.	Payment for Transcript	
Rule *237.	Notice of Praecipe for Final Judgment or	
	Decree	35
Rule *237.1.	Notice of Praecipe for Entry of Default	
	Judgment	35
Rule *241.	Commencement of Action, Assignment of	
	Cases, and Assessment of Damages Cases 3	35
Rule *400.	Person to Make Service.	
Rule 400.1.	Service of Original Process and Other Legal	
	Papers	36
Rule *425.	Service of Process and Pleadings, Additional	
	Defendants	36
Rule *430(b)(1).	Service Pursuant to Special Order of Court.	
	Publication—Approved Newspapers of General	al
	Circulation—Legal Newspaper	
Rule *621.	Eminent Domain	
Rule *622.	Board of Viewers' Procedure.	
Rule *623.	Appeals from Award of Board of Viewers	39
Rule *624.	Voluntary Procedure Before a Board of	
	Viewers	39
Rule *903.	Bill of Costs.	40
Rule *917.	Sureties	41
Rule *922.	Money or Property Paid into Court	42
Rule *955.	Vacancies in Municipal Offices	
Rule *1006(d)(1)(3)		
Rule 1007.	Commencement of Action, Automatic	
	Certification Form. (Rescinded)	43
Rule *1007.1.	Jury Trial. Demand. Waiver	
Rule *1012.	Limited Entry of Appearance. Withdrawal	
	of Appearance. Notice	44
Rule 1018.1.	Notice to Defend, Form.	
Rule *1019.	Pleadings, Foreign Statutes	
Rule 1025.	Use of Backers, Endorsement of Pleadings.	
	(Rescinded)	45

Rule 1028.	Disposition of Preliminary Objections, Motion	ns
	for Summary Judgment and Motions for	
	Judgment on the Pleadings. (Rescinded)	45
Rule 1028(c).	Disposition of Preliminary Objections, Motio	ns
	for Summary Judgment and Motions for	
	Judgment on the Pleadings	46
Rule 1034.	Motion for Judgment on the Pleadings.	
	(Rescinded)	47
Rule 1034(a).	Motion for Judgment on the Pleadings	
Rule 1035.2.	Motion for Summary Judgment.	
	(Rescinded)	48
Rule 1035.2(a)	Motion for Judgment	
Rule *1037.	Assessment of Damages for Cost of Repairs	
	to Property, Opening Judgment by Default	48
Rule *1038.	Custody and Storage of Trial Exhibits	49
Rule 1042.21	Professional Liability Actions;	
	Motions for Mediation	49
Rule *1147.	Complaint in Mortgage Foreclosure	51
Rule *1301.	Scope, Stipulations Amending Amount in	
	Controversy	51
Rule *1302.	List of Arbitrators, Appointment of Board	51
Rule *1303.	Hearing. Notice	
Rule *1305.	Conduct of Hearing. Evidence	53
Rule *1308(a)(2).	Appeal, Arbitrators' Compensation	
Rule *1531.	Special Relief, Injunctions	54
Rule *1534.	Filing an Account and Exception to	
	Accounts	55
Rule *1558.	Masters in Partition	56
Rule *1910.3(4).	Parties	56
Rule 1910.9(c).	Discovery	56
Rule *1910.11(a).	Intake Conference, Hearing Conference,	
	Guidelines	57
Rule *1910.13.	Contempt	
Rule *1910.15.	Paternity	58
Rule *1910.19.	Modification of Existing Orders	59
Rule *1910.21.	Civil Contempt	59
Rule *1910.28(b).	Form of Notice of Right to Trial on Issue of	
	Paternity	59
Rule *1910.29(b).	Notice to Obligor Concerning Disclosure of	
	Arrearages	59

## Actions for Custody, Partial Custody and Visitation of Minor Children

Rule *1915.4-1.	Custody Proceeding, Appointment of	
	Conciliator	60
Rule *1915.11(d).	Appointment of Attorney for Child,	
	Interrogation of Child, Attendance of Child	
	at Hearing or Conference	61
Rule *1915.19.	Seminar for Separated and Divorced	
	Parents	62
Rule *1915.23.	Attorney Eligibility	62
Rule *1920.1.	Definitions	62
Rule *1920.11.	Pleadings Allowed	62
Rule *1920.12.	Caption of the Complaint and Marriage	
	Certificate	63
Rule *1920.31.	Hearings for Alimony Pendente Lite,	
	Counsel Fees and/or Costs	63
Rule *1920.53.	Hearing by Master, Report	64
Rule *1920.54.	Hearing by Master. Report. Related Claims	65
Rule *1920.76.	Divorce Decrees and Property Settlement	
	Agreements	68
Rule *1920.88.	Dismissal of Actions	68
Rule *1920.90.	Divorce Files Impounded	68
Rule *1930.4(d).	Service of Original Process in Domestic	
	Relations Matters	68
Rule *2039.	Compromise, Settlement, Discontinuance of	
	Minor's Action and Distribution	69
Rule *2952.	Complaint, Contents. [Rescinded]	70
Rule *2953.	Successive Action	70
Rule *2955.	Confession of Judgment	70
Rule *2956.	Entry of Judgment	70
Rule *2958.	Execution, Notice of Entry of Judgment	70
Rule *3021(b)(1).	Lis Pendens	71
Rule *3121.	Stay of Execution, Setting Aside Execution	. 71
Rule *3123.	Debtor's Exemption	71
Rule *3128.	Notice of Sale, Personal Property	72
Rule *3129.	Notice of Sale. Real Property	72
Rule *3139.	Sheriff's Return	
Rule *3183.	Stay of Execution, Setting Aside Execution	. 72
Rule *3233(b).	Notice to Accompany Writs of Scire Facias	. 73
Rule *4002.	Place for Depositions to be Taken	. 73

Rule *4007.1.	Procedure in Deposition by
	Oral Examination
Rule *4012.	Protective Orders
Rule *4017.1.	Videotape Depositions
Rule *4019.	Sanctions
	Judge Pro Tempore Program
	Administrative Order93
Forms	Civil Court Forms
Index	Civil Procedure Index
Delaware (	County Court of Common Pleas
	Criminal Rules
Rule 103.	Definitions
Rule 106(d)(1)	Continuances- Motions
Rule 114(b).	(Rescinded)
Rule 114(b)(4)	Orders and Court Orders- Service 144
Rule 120(a)(5)	Appearance at or before Arraignment
	Court
Rule *303(h).	(Rescinded)144
Rule *303(i).	Failure to Appear
Rule 316(c).	Accelerated Rehabilitative Disposition-
	Conditions of the Program 144
Rule 317(1).	Accelerated Rehabilitative Disposition-
	Procedure Upon Refusal to Accept the
	Conditions
Rule *4003(c).	[Rescinded]
Rule *4005(d).	[Rescinded]146
Rule *4006(c).	[Rescinded]
Rule *4006(e).	[Rescinded]
Rule *4006(f)*(1).	
	1). [Rescinded]
Rule *4007(e).	[Rescinded]
Rule 460(a)(1)	Filing- Summary Cases
Rule 460(c)(1).	Copy of Notice of Appeal-
	Municipal Ordinance
Rule 460(g).	Listing Appeal for Hearing-
	Municipal Ordinance
Rule 460(h).	Prosecution- Municipal Ordinances 147

Rule 500(3).	Preservation of Testimony after Institution of Criminal Proceedings-	
	Place of Deposition	147
Rule 501(a)(1).	Preservation of Testimony by Videotape Recording- Oath	
Rule 501(b)(8)(a)	Preservation of Testimony by Videotape	14/
. , , , , ,	Recording-Objections	148
Rule 501(b)(8)(b).	Preservation of Testimony by Videotape	
D 1 501(1)(0)()	Recording- Objections at Trial	148
Rule 501(b)(8)(c).	Preservation of Testimony by Videotape	1 4 0
Rule 507.	Recording- Directions Not to Answer Approval of Police Complaints and	140
Ruic 307.	Arrest Warrant Affidavits by	
	Attorney for the Commonwealth	149
Rule *507A.	Approval of Police Complaints and Arrest	
	Warrant Affidavits By Attorney	
	For the Commonwealth. [Rescinded]	150
Rule 524(d).	Release of Defendant	151
Rule 526(d).	Bail Conditions	151
Rule 528(f).	Realty as Bail	152
Rule 529(f).	Application for Bail Without Hearing	
Rule 531(e).	Corporate Surety	154
Rule 545(c).	Witnesses- Subpoena	158
Rule 571(d)(3).	Arraignment- Waiver	159
Rule 571(e).	Arraignment-Every Defendant Arraigned	159
Rule 571(f).	Arraignment- Notice	159
Rule 571(g).	Arraignment- Time	
Rule 571(h).	Arraignment- Presence of Defendant	160
Rule 576(b)(5)	Filing and Service by Parties- Omnibus	
	Pretrial Motions	
Rule 590(d).	Pleas and Plea Agreements	160
Rule 631(f).	Examination and Challenge of Trial	
	Jurors-Voire Dire Examination	161
Rule 631(f)(a-c).	Examination and Challenge of Trial	
	Jurors-Contact with Jurors	
Rule 706(e).	Fines or Costs- Consolidation	
Rule 720(b)(1)(d)	Post Sentence Procedures- Generally	162
Rule 720(b)(2)(b)	Post Sentence Procedures-	
	Service of Briefs	162
Rule 720(b)(2)(c)(1)	Post Sentence Procedures-	
	Transcripts	162
Rule 720(e).	Post Sentence Procedures- Filing of	
	Post-Sentence Motions	163

Forms Index	Delaware County Accelerated Rehabilitative Disposition Program and Alternative Sentences
Delaware	County Court of Common Pleas Juvenile Court Rules
	Editor's note
	County Court of Common Pleas of Judicial Administration
Access Policy of	Court Reporting and Transcripts. Fees and Procedures
Delaware	County Court of Common Pleas District Justice Rules
Reestablishment of Thirty-Second Ju- Pennsylvania; No Reestablishment of Within the 32nd J	District Justices

	he Magisterial Districts Within the Thirtyrict; No. 216 Magisterial Doc. No. 1 2	37
of Pennsylvania: Off	of The Unified Judicial System ficial Case Records of the Court	38
the Thirty-Second Ju	he Magisterial Districts Within adicial District of the Commonwealth . 310	39
	Magisterial Districts within the ct; No. 395 Magisterial Rules Doc	43
Rule D.J. *1002.	Appeal, Assignment of Hearing Date 2	45
Rule D.J. *1008B.	Rent Escrow Payments in Lieu of Bond in District Justice Appeals in Landlord/Tenant Matters	45

### Delaware County Court of Common Pleas Orphans' Court Rules

Rules marked with an asterisk refer to Delaware County Orphans' Court rules,

referred to in the text as "Del.Co.O.C."

## Chapter 1. Preliminary Rules

Rule 1.1.	Short Title and Citation
Rule *1.1A	Short Title and Citation
Rule 1.2.	Construction and Application of Rules 251
Rule *1.2A.	Legal Publication
Rule 1.3.	Definitions
Rule 1.4.	Extension of Time Limitations
Rule 1.5.	Local Rules
Rule 1.6.	Mediation by Agreement, Local Rule, or
	Court Order
Rule 1.7.	Entry and Withdrawal of Counsel 256
Rule *1.7A.	Entry and Withdrawal of Counsel 257
Rule 1.8.	Forms
Rule 1.99.	Confidential Information and Confidential
	Documents. Certification

# Chapter 2. Accounts, Objections and Distributions

Rule 2.1.	Form of Account	. 259
Rule 2.2.	Form; Assets Transferred by the Exercise	
	of a Power of Appointment	261
Rule 2.3.	Form; Separate Acounts for Minors	262
Rule 2.4.	Petition for Adjudication/Statement of	
	Proposed Distribution;	
	Virtual Representation	262
Rule 2.5.	Notice of Account Filing	264
Rule *2.5A.	Cemetery Companies	. 267
Rule 2.6.	Filing with the Clerk	267
Rule *2.6A.	Date of Filing	267
Rule 2.7.	Objections to Accounts or Petitions for	
	Adjudication/Statements of Proposed	
	Distribution	268
Rule *2.7A.	Audits and Claims	269
Rule 2.8.	Pleadings Allowed After Objections	
	are Filed	269
Rule 2.9.	Confirmation of Accounts; Awards	270
Rule *2.9A.	Schedules of Distribution	270
Rule *2.9B.	Schedules of Distribution—Notice of Filing	271
Rule *2.9C.	Objections to Schedule of Distribution—	
	Notice of Filing, Time and Method, and	
	Return	272
Rule *2.9D.	Distribution of Real Estate	272
Rule 2.10.	Foreign Heirs and Unknown Distributees	273
Rule 2.11.	Appointment of Official Examiners	
	Chapter 3.	
	<b>Petition Practice and Pleading</b>	
Rule 3.1.	Conformity to Equity Practice in General	273
Rule 3.2.	Petition, Answer and Reply	
Rule 3.3.	Contents of All Pleadings; General and	
	Specific Averments	274
Rule 3.4.	Form of Petition; Exhibits; Consents;	
	Signing and Verification	275
Rule *3.4A.	Proposed Form of Decree	
Rule 3.5.	Mode of Proceeding on Petition	
	Č	

Rule *3.5A.	Citation Practice.	280
Rule *3.5B.	Citation Practice	
Rule *3.5C.	Uncontested Petitions.	
Rule 3.6.	Pleadings Allowed After Petition	
Rule 3.7.	Time for Filing and Service of Responsive	
	Pleadings	282
Rule 3.8.	Headings of Responsive Pleadings	
Rule 3.9.	Preliminary Objections	
Rule 3.10.	Denials; Effect of Failure to Deny	
Rule 3.11.	Answer with New Matter	285
Rule 3.12.	Signing	285
Rule *3.12A.	Necessary Identification Information	
	of Attorney	286
Rule 3.13.	Verification	286
Rule 3.14.	Amendment	287
Rule 3.15.	Pleading More Than One Cause of Action;	
	Alternative Pleadings	287
	Service of Legal Paper by Parties and Court; Electronic Filing	
Rule 4.1.	Format of All Legal Paper	288
Rule 4.2.	Citation or Notice to Individuals	
	and Entities	288
Rule 4.3.	Service of Legal Paper Other than Citations	
	or Notices	290
Rule 4.4.	Charities- Notice to the Attorney General	
Rule 4.5.	Service of Legal Paper by Court and Clerk	293
Rule 4.6.	Notice of the Date of Entry of an	
	Adjudication or Court Order	
51.45	on the Docket.	
Rule 4.7.	Electronic Filing	294
D 1 C	Chapter 5.	
Rules G	overning Specific Types of Petitions	
Rule 5.1.	Declaratory Judgment	296
	Deciaratory saugment	2)(

Rule *5.2A.	Whether Petition Required	297
Rule *5.2B.	Voluntary Distribution	
Rule *5.2C.	Award in Adjudication	
Rule *5.2D.	Procedure When Appraisement of	
	Personal Property Necessary	298
Rule *5.2E.	Notice	
Rule *5.2F.	Procedure When Challenge to Family	
	Exemption	298
Rule 5.3.	Intestate Share to Surviving Spouse	
	from Real Estate.	298
Rule 5.4.	Revocation, Vacation or Extension of	
	Time for Filing of Surviving Spouse's	
	Election	299
Rule *5.4A.	Extension of Time	301
Rule 5.5.	Appointment of a Guardian ad litem or a	
	Trustee ad litem.	301
Rule *5.5A.	Filing of Report	302
Rule 5.6.	Appointment of a Guardian for the Estate	
	or Person of a Minor	302
Rule *5.6A.	Appearance at Presentation of Petition	
Rule *5.6B.	Certificate of Health	304
Rule *5.6C.	Certification of Household Residents	304
Rule *5.6D.	Child Abuse and Police Clearances	304
Rule *5.6E.	Federal Bureau of Investigation Clearance.	305
Rule *5.6F.	Allowances	305
Rule 5.7.	Appointment of a Trustee	306
Rule 5.8.	Discharge of Fiduciary and Surety	307
Rule 5.9.	Partition	307
Rule 5.10.	Public Sale of Real Property	308
Rule *5.10A.	Public Sale, Contents of Petition,	
	Additional Requirements	308
Rule *5.10B.	Public Sale, Exhibits	310
Rule *5.10C.	Notice	310
Rule *5.10D.	Security	311
Rule 5.11.	Private Sale of Real Property or Options	
	Therefor	311
Rule *5.11A.	Exhibits	312
Rule *5.11B.	Procedure on Day Fixed for Approval	
Rule *5.11C.	Security	312
Rule 5.12.	Mortgage or Lease of Real Property	312

Table of Contents

Rule 9.3. Rule 9.4. Rule 9.5. Rule 9.6. Rule *9.6A. Rule 9.7. Rule *9.7A. Rule 9.8.	Form of Auditor's Report. 32. Form of Hearing Officer's Report. 32. Transcript of Testimony. 32. Notice of Filing Report 32. Notice and Objections 32. Confirmation of Report 32. Decree 32. Security for Expenses and Fees. 32.	4445
Chapter 10. Register of Wills		
Rule 10.1. Rule 10.2. Rule *10.2A. Rule 10.3. Rule 10.4. Rule 10.5. Rule 10.6.	Forms. 32. Petition Practice. 32. Petition Practice. 32. Hearings. 32. Appeals from the Register of Wills 32. Notice to Beneficiaries and Intestate Heirs 32. Status Report by Personal Representative. 33.	6 7 7 8
	Chapter 11. (Reserved)	
Chapter 12. (Reserved)		
Chapter 13. (Reserved)		
Rule 14. Guardianship of Incapacitated Persons		
Rule 14.1. Rule 14.2.	Rescinded	
Rule *14.2A. Rule *14.2A. Rule *14.2B. Rule *14.2B.	of an Incapacitated person	3 4 4

Rule *14.2C.	Allowances from Incapacitated Persons'	
D 1 144.4D	Estates	
Rule *14.2D.	Certification.	
Rule *14.2E.	Testimony	
Rule 14.3.	Review Hearing.	
Rule *14.3A.	Accounts and Distribution	
Rule *14.3A.	Use of Expert Report	
Rule *14.3B.	Certificate of Service	
Rule 14.4.	Proceedings Relating to Real Estate	
Rule *14.4A.	Certification	338
Rule *14.4B.	Guardian Ad Litem	338
Rule 14.5.	Forms.	338
Rule *14.5A.	Forms	339
Rule *14.7A.	Proof of Service	339
Rule *14.8A.	Testamentary Writings	339
Rule *14.8B.	Allowances from an Incapacitated	
	Person's Estate.	339
Rule *14.8C.	Notification of Mental Health	
	Commitment Form	340
Rule *14.13A.	Proposed Decree	
Rule *14.13B.	Denial of Transfer.	
	Cl. 4 15	
	Chapter 15.	
	Adoptions	
Rule 15.1.	Local Rules	341
Rule 15.1A.	Practice and Procedure Generally	341
Rule 15.1B.	Appropriate Proposed Decree	342
Rule 15.1C.	Whether Hearing is Private	
Rule 15.1D.	Whether Notice to Natural Father	
Rule 15.1E.	Representation for Child	
Rule 15.1F.	Consents of Natural Parents	
Rule 15.1G.	Conditional Relinquishment	
Rule 15.1H.	Certificate of Birth.	
Rule 15.1I.	Certificate of Health.	
Rule 15.1J.	Child Abuse and Police Clearances	
Rule 15.1K.	Exhibits at Adoption Hearings.	
Rule 15.1L.	Final Adoption Decree.	
Rule 15.1L.	Consent by Parents.	
Rule 15.1N.	Birth Outside Commonwealth.	
Nuit 13.11V.	Dirai Outside Communiweatul	J4J

Rule 15.2.	Voluntary Relinquishment to Agency 346
Rule 15.3.	Voluntary Relinquishment to Adult
	Intending to Adopt Child
Rule 15.4.	Involuntary Termination of Parental Rights 348
Rule 15.5.	Adoption
Rule 15.6.	Notice; Method and Time
Rule 15.7.	Impounding; Docket Entries; Reports;
	Privacy
Rule 15.8.	Registration of Foreign Adoption Decree 351
Rule 15.9.	Petition for Adoption of a Foreign Born
	Child
	Chapter 16.
Procee	dings Pursuant to Section 3206 of the
	Abortion Control Act
Rule 16.1.	Definitions. Scope
Rule 16.2.	Confidentiality
Rule 16.3.	Precedence of Proceeding
Rule 16.4.	Commencement. Venue. No Filing Fees 360
Rule 16.5.	Application; Contents; Form of Verification;
	Assistance in Preparation
Rule 16.6.	Dockets; Document Maintenance 360
Rule 16.10.	Form; Generally