

NORTHUMBERLAND COUNTY LOCAL RULES OF COURT GOVERNING
CUSTODY AND VISITATION

RULE L1915.1 - SCOPE/DEFINITIONS

(A) When a claim for custody, partial custody or visitation is made in a complaint, petition or counterclaim, such pleading shall comply with Rule 1915.15(a) Pa. R.C.P. and shall have attached thereto, an order of court referring the claim to the Child Custody Conference Officer for prehearing conference. The moving party shall file the original and a copy of such pleading with the Prothonotary who shall then forward the copy to the Court Administrator for scheduling.

(B) The Child Custody Conference Officer will schedule a prehearing conference which the parties shall attend. The parties, with the Child Custody Conference Officer as a mediator, shall make a good faith effort to resolve the issues and reach agreement on custody, partial custody or visitation. The Child Custody Conference Officer shall conduct the prehearing conference as an informational and conciliatory proceeding rather than adversarial.

(C) If agreement is reached, the parties or the Child Custody Conference Officer shall submit to the Court an order bearing the written consent of the parties and their counsel, if any. The parties need not be present before the Court for that purpose.

(D) If agreement is not reached, the Child Custody Conference Officer shall submit a report to the Court setting forth the positions and proposals of the parties together with his recommendation and the basis therefore.

Upon receipt and review of the report and recommendation, the Court shall execute a proposed order and the Hearing Officer will promptly provide a copy thereof to the parties or their counsel. The proposed order may be entered as a final order unless exceptions thereto are filed by either party within ten (10) days after the effective date set forth in the proposed order.

(E) Exceptions to the proposed order shall be in writing. The original of the exceptions shall be filed with the Prothonotary and a copy thereof forthwith delivered to the Child Custody Conference Officer as well as the Court Administrator and other party and counsel. The Court may order the proposed order to be effective as a temporary order pending hearing before the Court or until further order of court. Said temporary order will usually merely maintain the status quo absent an emergency situation.

(F) Upon receipt of the exceptions, the Court Administrator shall cause the case to be scheduled for trial as expeditiously as possible. Upon motion of the parties or the Court, a pre-trial conference may be scheduled in advance of trial.

(G) In the event that a party, after proper notice, fails to appear for the prehearing conference, the Child Custody Conference Officer shall report such failure to the Court along with a recommendation for a proposed order.

RULE L1915.1 Cont'd:

(H) Any party intending to apply for special relief is referred to Rule 1915.13 Pa. R.C.P..

(I) All petitions for civil contempt under Rule 1915.12 Pa. R.C.P. shall be presented to the Court who may order the petition referred to the Child Custody Conference Officer for a conciliation conference. In the event that the parties are unable to agree upon a resolution of the contempt issues, including a withdrawal of the petition for contempt, the Child Custody Conference Officer shall promptly refer the petition to the judge who entered the custody order who shall schedule a hearing thereon.

(J) Any party filing preliminary objections raising a question of jurisdiction or venue shall promptly deliver a copy thereof to the Court Administrator so that such issues may be given priority and disposed of as expeditiously as possible.

(K) In order to facilitate compliance with the requirements of the Uniform Child Custody Jurisdiction Act, a party shall provide the Court with all known information concerning a custody proceeding pending in another state which involves the same parties or children.

NOTE: In particular, the Court should be informed of the following:

- (1) the name and address of the Court in which such case is pending;
- (2) the caption of such case;
- (3) the name, address and telephone number of the judge to whom the case might have been assigned; and
- (4) any orders entered in such case.

Information provided under this rule should be submitted in writing.

FEES

NORTHUMBERLAND COUNTY PROTHONOTARY FEES

Appeal from common pleas to appellate court	55.00
Prothonotary fee	30.00
Arbitration appeal	225.00
Assignment, filing	5.00
Building agreement, waiver, stipulation, filing	10.00
each additional name	3.00
Certifying copy (1st page)	3.00
each page	1.00
Certification of notary public, district justice, etc.	2.00
Exemplification of records	10.00
Filing any praecipe for writ of execution, including attachment, possession or writ of execution	15.00
Judgments	9.50
Judgments from a district justice	9.25
Liens, filing	9.00
Notary public signature registration, per name	2.50
Notary public signature withdrawal, per name	1.50
Revival, by amicable proceedings	9.00
by adverse proceedings	15.00
continuing any lien not reduced to judgment	9.00
Subpoena, each	2.00
Search of any record or index, incl. certification (5 yrs.)	5.00
each reference	1.00
Satisfactions, releases, postponements, assignments, subordinations, of all encumbrances or liens by power of attorney or otherwise, or settlement, discontinued ending or termination of any civil or equity action	5.00
Arbitration proceedings processed by prothonotary	15.00
Reissue of all writs and reinstatement of complaints	5.00
Commencement of any action	40.50
Divorce complaint-one count	49.50
each additional count	5.00
Childrens' Trust Fund when divorce is filed	10.00
Quiet title action	49.50
Fees for all UCC forms:	
Financing statements-each debtor name	48.00
Ancillary transactions (continuations and terminations)	48.00
Searches-each debtor name	48.00
Search findings-each financing and assignment statement found	4.00

