

TIOGA COUNTY, PENNSYLVANIA

CUSTODY COMPLAINT SELF-HELP PACKAGE

*Prepared by the Tioga County Bar Association for use by indigent pro se litigants
in Tioga County, Pennsylvania*

**THIS PACKAGE IS FOR USE WHEN YOU WANT TO OPEN A NEW CUSTODY CASE
AND THERE IS NO CUSTODY ORDER YET IN EFFECT**

- IF YOU AND THE OTHER PARENT HAVE AN AGREEMENT ON HOW CUSTODY SHOULD BE HANDLED, BUT THERE IS NO CUSTODY ORDER IN EFFECT YET, YOU WILL NEED THE 'NEW CUSTODY AGREEMENT SELF-HELP PACKAGE.'
- IF YOU AND THE OTHER PARENT HAVE AGREED TO MODIFY AN EXISTING CUSTODY ORDER, YOU WILL NEED THE 'CUSTODY MODIFICATION AGREEMENT SELF-HELP PACKAGE.'
- IF THERE IS ALREADY A CUSTODY ORDER IN EFFECT AND YOU WANT TO MODIFY IT, BUT THE OTHER PARENT DOES NOT AGREE, YOU WILL NEED THE 'PETITION TO MODIFY CUSTODY SELF-HELP PACKAGE.'
- IF THERE IS ALREADY A CUSTODY ORDER IN EFFECT AND YOU WANT TO RELOCATE WITH YOUR CHILD(REN), YOU WILL NEED THE 'RELOCATION SELF-HELP PACKAGE.'
- IF THERE IS ALREADY A CUSTODY ORDER IN EFFECT AND THE OTHER PARENT HAS VIOLATED THE EXISTING CUSTODY ORDER, YOU WILL NEED THE 'CONTEMPT PETITION SELF-HELP PACKAGE.'
- IF YOU CANNOT AFFORD TO PAY THE FILING FEES FOR A CUSTODY CASE AND YOU NEED TO ASK THE COURT TO WAIVE THE FILING FEES, YOU WILL NEED THE 'IFP PETITION SELF-HELP PACKAGE.'

INSTRUCTIONS:

NOTE: This package is only for use when you are filing a new contested custody case. There is a \$156.00 filing fee for opening a new custody case. If you cannot afford to pay the filing fee, you can apply to have the fee waived by using the 'IFP PETITION SELF-HELP PACKAGE.' Your IFP petition will need to be submitted at the same time as the paperwork found in this package.

STEP 1: COMPLETE THE CONFIDENTIAL INFORMATION FORM

Complete the fill-in-the-blank "Confidential Information Form" included in this package. The Public Access Policy for Pennsylvania courts restricts the use of certain types of confidential information in publicly-accessible court filings. Among other things, the names and full birthdates of children can only be submitted to the court on special forms that are filed "under seal" (that means that only court personnel and people directly involved in the case are allowed to access them). Please note that almost everything

When you are done, the bottom of the form should look something like this:

<p>* If two or more listed children have the same initials (e.g. 'John Smith' and 'James Smith'), you should add numbers or other appropriate distinguishing characters (e.g. 'J.S.-1' and 'J.S.-2').</p> <p>I verify that the statements made in this Confidential Information Form are true and correct to the best of my knowledge, information, and belief. I understand that false statements herein are made subject to the penalties of 18 PA. C.S.A. § 4904 relating to unsworn falsification to authorities.</p> <p>Date: <u>09/04/24</u></p> <p style="text-align: right;">x <u>Jane Q. Doe</u> Plaintiff's Signature</p>

STEP 2: COMPLETE THE COMPLAINT FOR CUSTODY OR VISITATION

Next you will need to complete the fill-in-the-blank "Complaint for Custody or Visitation" included in this package. On the top of the first page, you will need to fill in the case caption the same way you did on the other documents. You will also need to check a box for "Regular scheduling," "Expedited scheduling," or "Emergency consideration." If you check "Regular scheduling" the court will schedule a preliminary custody conference to take place in about four (4) to six (6) weeks. This gives everyone plenty of time to request time off from work or make travel arrangements if needed, to hire a lawyer if desired, and to otherwise prepare for court.

If you think your situation is urgent and needs to be addressed more quickly, you can request "Expedited scheduling" and the court *may* schedule an earlier preliminary custody conference (this is not guaranteed). You can also request emergency consideration if you believe there is an immediate threat to the health or safety of the child(ren), and would like the court to take some form of immediate action.

PLEASE NOTE THAT EXCEPT IN EXTRAORDINARY CIRCUMSTANCES, NORMAL COURT PROCEDURE AND DUE PROCESS REQUIRE THAT THE OTHER PARTY OR PARTIES HAVE REASONABLE ADVANCED NOTICE BEFORE THE COURT TAKES ANY ACTION THAT MAY AFFECT THEIR LEGAL RIGHTS. THAT MEANS EMERGENCY CONSIDERATION IS STRONGLY DISFAVORED AND SHOULD NOT BE REQUESTED UNLESS THERE IS A REAL EMERGENCY. PLEASE ALSO NOTE THAT IF YOU REQUEST EMERGENCY CONSIDERATION, THEN YOUR COMPLAINT FOR CUSTODY WILL PROBABLY BE REFERRED TO TIOGA COUNTY CHILDREN AND YOUTH SERVICES FOR AN INVESTIGATION AND YOU WILL BE EXPECTED TO COOPERATE WITH THAT INVESTIGATION. PLEASE ALSO NOTE THAT IF A CHILD IS IN SERIOUS ENOUGH DANGER TO REQUEST EMERGENCY CONSIDERATION, THEN YOU MAY ALSO BE LEGALLY REQUIRED TO REPORT THE SITUATION TO CHILDREN AND YOUTH SERVICES YOURSELF UNDER PENNSYLVANIA'S MANDATORY REPORTING LAW. IF YOU SUSPECT THAT A CHILD IS BEING ABUSED OR NEGLECTED, YOU SHOULD REPORT IT BY CALLING THE FOLLOWING NUMBER:

PENNSYLVANIA CHILDLINE (AVAILABLE 24/7): 1 (800) 932-0313

Page 1, Question 3 – Fill in the other parent’s full name, address, phone number, and their relationship to the child(ren). Here is an example:

3. Defendant’s name, address, and relationship to the above-listed child(ren) is as follows:	
Name: <u>John X. Doe</u>	Defendant’s relationship to the above-listed child(ren): <input type="checkbox"/> Mother <input checked="" type="checkbox"/> Father <input type="checkbox"/> Other: _____
Address: <u>456 Main St.</u>	
<u>Mansfield, PA 16933</u>	
Phone No.: <u>(570) 555-5678</u>	

Page 2, Question 4 – Sometimes more than two people are involved in a custody case. When that happens, however, **both parents must be listed as parties to the case unless either (1) a parent is deceased, or (2) a parent’s legal rights have been completely terminated by prior court order.** If there is more than one Defendant, you should check “Yes” to Question 4 and list the name, address, phone number, and relationship to the child(ren) of each additional defendant either in the margin of the page or on a separate additional sheet of paper.

Page 2, Question 4(a) – In this question you must either confirm that both parents have been listed as parties to the case, or you must explain why you have not included any omitted parent. For example, if you are a grandparent filing against the child(ren)’s mother, and the father is deceased, you would check the box marked “No” to the question “Have both parents been listed as parties to this action?” and would then write something like “The father is deceased” in the space provided. As stated above, please note that the only acceptable reasons for omitting a parent are (1) the parent is deceased, or (2) their legal rights have been completely terminated by prior court order. Otherwise both parents *must* be listed as parties to the case even if either parent has had minimal or no prior involvement in the life of the child. If you omit either parent from your custody complaint without valid reason, it may significantly delay the handling of your case, or even result in your custody claim being dismissed.

Page 2, Question 4(b) – If you are not a parent of the child(ren), you will need to explain why you have legal “standing” (i.e. the legal right) to file a custody complaint. The rules for when non-parents can file for custody are complicated. You should carefully read the relevant statute on legal standing at Title 23 of the Pennsylvania Consolidated Statutes, Sections 5324 & 5325, and explain why you believe that you have the right as a non-parent to file for custody under Pennsylvania law. You should also be aware that the parents will have a right to challenge your claim of standing, and your custody complaint may be rejected if you cannot show that any of the situations described in the statute apply to you.

Page 2, Question 5 – If anyone else other than the Defendant(s) has ever had custody of the child(ren), check “Yes” to Question 5 and provide the requested information. You do not need to list a parent if their parental rights have been terminated. If no one else has ever had custody of the child(ren), check “No.”

Page 2, Question 6 – Check the box for “No” if you have never participated in another case concerning the custody of the same child(ren), However, If you have ever participated in another case concerning the custody of the same child(ren), then you must check the box for “Yes” to in this question and provide as much information as possible. **If you have a copy of a current court order from another case concerning the custody of the same child(ren), you should attach it to the Complaint.** Please remember, however, that you cannot file documents with children’s full names and dates of birth. If you have a prior custody order for the same child(ren), it must be redacted to remove such information. (Note: If there is a prior custody order for the same child(ren), other than a Children and Youth Services case, and you were a party to that case, you normally should file a petition to modify custody with the same court that entered the prior custody order instead of a new custody complaint).

Page 2, Question 7 – If you are not aware of any other case concerning the custody of the same children then you should check the box for “No.” If you are aware of any other active case in another court concerning the custody of the same child(ren), then you must check the box for “Yes” even if you are not involved in the other case and even if you do not believe that the other court is the correct court to make a decision regarding the child(ren)’s custody.

Page 2, Question 7(a) – If you checked the box for “Yes” to Question 7, then you must provide the name of the other court and the docket number of the other case.

Page 2, Question 7(b) – If you checked the box for “Yes” to Question 7, then you must explain why you think the case should be accepted by the Tioga County Court of Common Pleas instead of by the other court. Questions of jurisdiction and venue are decided under the Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA) and by Pa.R.C.P. No 1915.2.

Page 2, Question 8 – In this question you should indicate with whom the child(ren) is/are currently living by checking the appropriate box for either “Plaintiff,” “Defendant,” or “Other.”

Page 3, Question 9 – When you file for custody, you need to let the court know everywhere each listed child has lived during the past five (5) years, who they lived with, and when they were living there. If the child is less than five (5) years’ old, then you should list every address where the child has lived. This information is necessary in order to establish the court’s jurisdiction and should be used to answer Question 9. Here is an example of how you can enter the required information:

9. During the past five (5) years, the child or children have lived with the following persons at the following locations (use additional sheets if necessary):		
<u>Whom was in the home?:</u>	<u>Address or Location?:</u>	<u>Dates?:</u>
<i>Plaintiff</i>	<i>123 Main St., Wellsboro, PA</i>	<i>1/1/22-current</i>
<i>Plaintiff & Def.</i>	<i>456 Main St., Mansfield, PA</i>	<i>1/1/19-1/1/22</i>
_____	_____	_____
_____	_____	_____

Page 3, Question 10 – List everyone who currently lives with you and their relationship to you (examples: “husband,” “wife,” “son,” etc.) Here is an example:

10. The Plaintiff currently resides with the following persons:

<u>Name:</u>	<u>Relationship to Plaintiff:</u>
<u>Adam Adamson</u>	<u>Spouse</u>
<u>A.D.</u>	<u>Daughter</u>
<u>B.D.</u>	<u>Son</u>

Page 3, Question 11 – List everyone who currently lives with the Defendant(s) and their relationship to the Defendant(s). If you do not know who lives with the Defendant(s), write “unknown.” Here is an example:

11. The Defendant currently resides with the following persons:

<u>Name:</u>	<u>Relationship to Plaintiff:</u>
<u>Unknown</u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>

Page 3, Question 12 – This question is your opportunity to state the specific forms of custody you are requesting and also to provide some factual background to the court to explain why you are filing for custody, and why you believe the court should issue a custody order in your favor. You should check the boxes for every form of custody you are seeking. You can check as many or as few boxes as you deem appropriate. Because every family situation is unique and every custody case is different, you must use your judgment when deciding what additional information to include when answering this question. However, **any information you provide must be truthful**. You should also remember that your complaint is a public document and even though the names of your children are not supposed to be included, anything you write in your custody complaint could potentially be read by anyone at any time for any reason. You should therefore use appropriate discretion.

Page 4, Question 13 – If you checked “Regular scheduling” on Page 1 then check “No” to Question 13. If you requested either expedited scheduling or emergency consideration on Page 1 then check “Yes” and explain why the situation is urgent in the space provided. **THE JUDGE WILL PROBABLY DECIDE TO GRANT OR DENY EMERGENCY CUSTODY AFTER READING YOUR CUSTODY COMPLAINT WITHOUT ACTUALLY SPEAKING TO YOU. IT IS THEREFORE IMPORTANT TO BE AS DETAILED AS POSSIBLE WHEN REQUESTING EMERGENCY RELIEF. REMEMBER TO REFER TO CHILDREN BY THEIR INITIALS INSTEAD OF THEIR NAMES, AND USE ADDITIONAL SHEETS IF NECESSARY.**

Page 4, Certificate of Compliance with Public Access Policy – By signing and filing the Complaint for Custody or Visitation, you are certifying that it complies with the Public Access Policy of the Unified Judicial System of Pennsylvania and does not contain any (1) social security numbers, (2) financial account numbers, (3) driver’s license numbers, (4) state identification numbers, (5) minor’s names or dates of birth, (6) abuse victim’s addresses or other contact information, as defined by Pa.R.C.P. No.

1931(a), except for a victim's name. That policy is the reason why children can only be referred to by their initials except on the Confidential Information Form. **For more information, visit:**
<http://www.pacourts.us/public-records/public-records-policies>

Page 4, Praecepte for Self-Representation – In the ‘Praecepte for Self-Representation,’ check the first box if you have never been represented by an attorney in connection with this custody case and check the second box if you previously had an attorney represent you in connection with this case (Note: If you currently have an attorney representing you in connection with this custody case and wish to keep your attorney then you should not use the packet - your attorney can create all of the necessary forms for you). The address you include below the signature line on Page 4 is the address the court and the other party are supposed to use to send legal papers to you. **Make sure the court and all other parties always have your current mailing address for legal papers because you will be treated as if you received any mail sent to you at the address you provide. If you do not keep your mailing address updated, you may miss important notices and fail to receive important legal documents.** The court provides a separate stand-alone ‘Praecepte to Update Contact Information’ form that you can use later on to inform the court and other parties of any changes in your contact information.

Page 4, Verification and Signature – After you have filled out the rest of the Custody Complaint, sign and date the last page. **BY SIGNING THE CUSTODY COMPLAINT AND FILING IT WITH THE COURT, YOU ARE ASSERTING THAT THE INFORMATION YOU PROVIDE IS TRUE AND CORRECT TO THE BEST OF YOUR KNOWLEDGE, INFORMATION, AND BELIEF. IF YOU INTENTIONALLY PROVIDE FALSE INFORMATION IN A DOCUMENT YOU SUBMIT TO THE COURT, YOU MAY BE SUBJECT TO CRIMINAL CHARGES UNDER 18 PA. C.S.A. § 4904.**

STEP 3: COMPLETE THE CRIMINAL RECORD/ABUSE HISTORY DISCLOSURES

You and the other parent (or other party or parties) will also need to complete “Criminal Record/Abuse History Verification Forms.” These forms are required by the procedural rules set by the Pennsylvania Supreme Court for use in custody cases. You should submit your completed Criminal Record/Abuse History Verification Form along with your custody complaint.

Begin by filling in the case caption at the top of the first page of the Criminal Record/Abuse History Verification Form the same way you filled in the case captions on the first pages of the other documents. Next, print your full name in the first blank space on the first page. On the rest of the first page you should provide as much of the requested information as possible about the children, the members of your household, and the members of the other party's household. If your residential address is confidential under the Protection from Abuse Act, 23 Pa.C.S. § 6112, the Domestic and Sexual Violence Victim Address Confidentiality Act, 23 Pa.C.S. §§ 6701-6713, or the Child Custody Act, 23 Pa.C.S. § 5336(b), you can check the box under Part 2 instead of disclosing your residential address.

Starting on page 2, the Criminal Record/Abuse History Verification Form contains a long list of crimes and offenses that the court may consider when making a custody decision. **You are required to disclose if either you or any other members of your household have ever been convicted of any of the listed crimes**

or offenses. You must also disclose if either *you or any other members of your household* are currently facing pending charges for any of those crimes or offenses, even if you (or they) have not yet been convicted. For each crime or offence listed, provide the required information. Here are some examples:

18 Pa.C.S. Ch. 25 (relating to CRIMINAL HOMICIDE):

Does not apply to either me or any household member

Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
By Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2701 (relating to SIMPLE ASSAULT):

Does not apply to either me or any household member

Applies to ME by: Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: **01/02/15** Sentence: **Probation** _____

Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
By Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

You must also disclose if you or any other member of your household has had *any involvement* by any Children and Youth Agency in your case or your household; been subject to a determination or finding of abuse by any Children & Youth Agency, either in Pennsylvania or elsewhere; had a child adjudicated dependent (i.e. placed in the legal custody of a Children & Youth Agency); been the subject of a Protection-from-Abuse Order or any similar protective order either in Pennsylvania or elsewhere; been the subject of an order protecting against sexual violence or intimidation or any similar protective order either in Pennsylvania or elsewhere; or had any other history of abusive conduct of Agency involvement.

The last page of the of the Criminal Record/Abuse History Verification Form also requests additional information about any counseling, evaluations, or treatment you may have received as a result of any of the crimes or offenses listed, as well as additional information about any other applicable household members. You should also disclose if the other parent (or any other party or parties), or any members of their household(s), have any criminal or abuse history of which you are aware.

Please note that this packet includes two (2) copies of the Criminal Record/Abuse History Verification Form. **The second copy of the Criminal Record/Abuse History Verification Form should be left blank for the Defendant to fill out. See the instruction in Step 8, below:**

STEP 4: PREPARE THE PROPOSED NOTICE AND ORDER FOR THE COURT

You will also need to prepare a proposed ‘Notice and Order’ for the court. You should fill in the case caption at the top of the Notice and Order the same way you filled out the case captions for all of the other documents. You should also fill in your name and the Defendant’s name in the Distribution list at the bottom left side of the Notice and Order. You should not fill in the date for the preliminary custody conference or sign the Notice and Order. The date will be set by the Court and the Notice and Order will be signed by the judge. The second and third pages of the Notice and Order contain the statutory factors

used by Pennsylvania courts when making custody decisions. You should review these factors yourself so that you better understand the things the court considers when making decisions about child custody. This is how the first page of the Notice and Order should look when completed:

**IN THE COURT OF COMMON PLEAS
OF TIOGA COUNTY, PENNSYLVANIA**

Jane Q. Doe :
Plaintiff :

v. :
: NO: ____ FS ____

John X. Doe :
Defendant : CIVIL ACTION – CUSTODY

.....

NOTICE AND ORDER

You, John X. Doe (Defendant), have been sued in Court to obtain an order for shared legal custody, sole legal custody, partial physical custody, primary physical custody, shared physical custody, sole physical custody, or supervised physical custody of the following child(ren):

<u>Child's initials:</u>	<u>Year of birth</u>	<u>Born in wedlock:</u>
<u>A.D.</u>	<u>2010</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<u>B.D. -1</u>	<u>2011</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<u>B.D. -2</u>	<u>2012</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<u>C.C.D.</u>	<u>2013</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No

You are ordered to appear in person on the ____ day of _____, 20__ at ____ .m., at the Tioga County Courthouse at 118 Main Street in Wellsboro, Pennsylvania, for a Preliminary Custody Conference with the Child Custody Conference Officer. You are also required to complete and file a Criminal Record/Abuse History Verification Form prior to the Preliminary Custody Conference. This form is available from the Court Administrator. The statutory factors used by the Court to make decisions about custody are listed on the following pages.

If you fail to appear as required by this Order, the Court may enter an Order for Custody, Partial Custody or Visitation in your absence and the Court may issue a warrant for your arrest.

YOU SHOULD TAKE THIS PAPER TO YOUR LAWYER AT ONCE. IF YOU DO NOT HAVE A LAWYER OR CANNOT AFFORD ONE, 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.

TIOGA COUNTY COURT ADMINISTRATION or NORTH PENN LEGAL SERVICES
TIOGA COUNTY COURTHOUSE TOLL FREE: (877) 953 – 4250
118 MAIN STREET, WELLSBORO PA 16901
(570) 724 – 9380

Distribution: BY THE COURT:

1. Jane Q. Doe (Plaintiff)
 2. John X. Doe (Defendant) _____, J.

AMERICANS WITH DISABILITIES ACT OF 1990: The Court of Common Pleas of Tioga 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 our office. All arrangements must be made at least 72 hours prior to any hearing or business before the court. You must attend the scheduled conference or hearing.

Page 1 of 3

STEP 5: PREPARE COPIES OF YOUR DOCUMENTS

Before you go to court, you will need to make copies of the Confidential Information Form, the Custody Complaint, your completed Criminal Record/Abuse History Verification Form, and the Notice and Order. You will need to make *at least* (2) two copies of the Confidential Information Form, two (2) copies of the Custody Complaint, and two (2) copies of your completed Criminal Record/Abuse History Verification Form. When you go to the courthouse you will need to bring with you the following:

- One (1) original** Confidential Information Form and **two (2) copies** of the Confidential Information Form
- One (1) original** Custody Complaint and **two (2) copies** of the Custody Complaint,
- One (1) original** completed Criminal Record/Abuse History Verification Form and **two (2) copies** of the completed Criminal Record/Abuse History Verification Form,
- One (1) original** proposed Notice and Order and **two (2) copies** of the proposed Notice and Order.

Note: If there is more than one Defendant, you will need to bring at least one extra copy of each of the above documents for every additional Defendant.

STEP 6: DO YOU NEED AN IFP SELF-HELP PACKAGE?

There is a filing fee for filing a new custody case in Tioga County. The filing fee is currently **\$156.00** as of the date this self-help package was last updated, but that amount is subject to increase at any time. If you cannot afford to pay the filing fee, you will also need to complete the 'IFP SELF-HELP PACKAGE' before you can file for custody. The Court will need to approve your request to waive the filing fee before you can file your custody complaint (See the instructions in the IFP SELF-HELP PACKAGE). However, you should have all of your paperwork ready before you go to the Courthouse.

STEP 7: FILE YOUR DOCUMENTS

Now you can go to the Prothonotary's office in the courthouse. Tell the staff that you are there to file a new custody case and give them your papers. After you have either paid the filing fee or the court has waived the filing fee (if applicable), you can submit your other paperwork. The Prothonotary's Office will take your original Confidential Information Form, Custody Complaint, and Criminal Record/Abuse History Verification Form and keep the originals for the court file. They will also timestamp the copies of the Confidential Information Form, Custody Complaint, and Criminal Record/Abuse History Verification Form and give the copies back to you. They will keep the original proposed Notice and Order and both copies of the Notice and Order (the Notice and Order will need to be completed later by court personnel, see Step 8, below).

STEP 8: SERVE YOUR DOCUMENTS ON THE DEFENDANT

The court will add a date and time for the preliminary custody conference to the Notice and Order and the judge will sign it. After the Notice and Order is signed by the judge, copies will be mailed to you and the Defendant(s) at the addresses you provided.

It is nonetheless your responsibility to provide each Defendant with

- (1) a timestamped copy of the Confidential Information Form;
- (2) a timestamped copy of the Complaint for Custody;
- (3) a timestamped copy of your completed and signed Criminal Record/Abuse History Verification Form;
- (4) a copy of the Notice and Order after the court has assigned a date for the custody conference and returned the form to you; and
- (5) a blank Criminal Record/Abuse History Verification Form for the Defendant to complete and file.

The formal procedure for providing these documents to the Defendant is called “Service of Process.” There are several different ways you can obtain service of process in a custody case. **NOTE: IT IS YOUR RESPONSIBILITY TO CONFIRM THAT EACH DEFENDANT HAS RECEIVED NOTICE OF THE PRELIMINARY CUSTODY CONFERENCE.**

If you do not provide proof of service of process, and the Defendant does not appear for the preliminary custody conference, the court will probably reschedule the case so that you can serve your papers on the Defendant and provide proof of the same. This may significantly delay your case.

The three most common options for obtaining service of process are explained below:

STEP 8(a): Option One – Service by Certified Mail

You can mail the above documents to the Defendant by certified mail, restricted delivery, return receipt requested, using Postal Service Form 3811 (i.e. the “green card”). If you do not know how to complete the postal “green card,” the post office can assist you. When you mail something by certified mail, restricted delivery, return receipt requested, the recipient must sign for their mail in order to receive it. The green card with the person’s signature is then returned to you. You will need a green card with each Defendant’s signature to prove that they received the documents that you sent to them.

After you receive a signed green card back from the Defendant, you will need to attach it to the ‘Certificate of Service’ and file it at the Prothonotary’s Office. Fill in the case caption at the top of the Certificate of Service the same way you filled in the case caption on all of your other documents (only this time you should already have the docket number, so you can fill in the docket number yourself). Attach the postal green card to the Certificate of Service using glue or tape with the side containing the Defendant’s signature facing up. Then you should sign and date the Certificate of Service. You can then take it back to the Prothonotary’s office and file it as part of your case record. You should also make a copy for your own records. **DO NOT FILE THE CERTIFICATE OF SERVICE UNLESS AND UNTIL YOU HAVE ATTACHED THE POSTAL GREEN CARD.** If you do, you will be committing a crime because the form itself certified under potential legal penalties that the signed green card is attached. You will need to file a separate Certificate of Service for every Defendant.

STEP 8(c): Option Three – Service by Hand Delivery

You can also obtain service of process by having another person hand deliver copies of your documents. This can only be done by someone who is at least eighteen (18) years old and who is not an employee or relative of either you or the Defendant. **IF YOU BELIEVE THERE IS A RISK THAT THE DEFENDANT MAY CREATE A DANGEROUS SITUATION WHEN THEY RECEIVE YOUR LEGAL PAPERS, YOU CAN ASK THE SHERIFF'S OFFICE OR A CONSTABLE TO SERVE YOUR PAPERS FOR YOU. YOU WILL, HOWEVER, NEED TO PAY THE COSTS OF SUCH SERVICE. FOR MORE INFORMATION, PLEASE CONTACT THE TIOGA COUNTY SHERIFF'S OFFICE BY CALLING (570) 724 – 3491.**

The person who served the Defendant can *either* hand the papers directly to the Defendant, *or* they can go to the residence of the Defendant and hand the papers to: (1) an adult member of the Defendant's family, (2) an adult in charge of the residence where the Defendant resides since if no family member of the Defendant is available, or (3) a clerk or manager of a hotel, inn, apartment house, boarding house, or other place of lodging where the Defendant resides.

After the Defendant has been served, the person who served the Defendant must completely fill out the Affidavit of Personal Service included in this packet and file it at the Prothonotary's Office. **Please note that the Affidavit of Personal Service must be completely filled out to be accepted by the court.**

STEP 10: GO TO THE PRELIMINARY CUSTODY CONFERENCE

You and the Defendant(s) are required to attend to the preliminary custody conference at the date and time indicated in the Notice and Order. The preliminary custody conference is not a full hearing, and you will normally not be permitted to call any witnesses or present evidence. **You should not bring children to the preliminary custody conference unless the court directs you to do so.** The primary purpose of the preliminary custody conference is to see if you and the Defendant(s) can reach an agreement. If you can reach an agreement at the preliminary custody conference, then no further action will be required. Otherwise, the court will issue a temporary custody order and give you further instructions.

This Self-Help Custody Complaint Package is provided by the Tioga County Bar Association for the benefit of pro se custody litigants in Tioga County, Pennsylvania and may be reproduced without restriction. No warranties of any kind are made in connection with these instructions or the included documents, nor is this package intended as a substitute for individualized legal advice. For further assistance, please contact North Penn Legal Services at (877) 953 – 4250.

ADDITIONAL CONTENTS OF THIS PACKAGE:

1. CONFIDENTIAL INFORMATION FORM (1 PAGE)
2. COMPLAINT FOR CUSTODY OR VISITATION (4 PAGES)
3. CRIMINAL RECORD/ABUSE HISTORY VERIFICATION FORM (10 PAGES x 2 COPIES)
4. NOTICE AND ORDER (3 PAGES)
5. CERTIFICATE OF SERVICE (1 PAGE)
6. ACCEPTANCE OF SERVICE (1 PAGE)
7. AFFIDAVIT OF SERVICE (1 PAGE)

**IN THE COURT OF COMMON PLEAS
OF TIOGA COUNTY, PENNSYLVANIA**

<i>Plaintiff</i>	:	<u>THIS FORM MUST BE FILED</u>
	:	<u>UNDER SEAL</u>
v.	:	
	:	NO: ____ FS ____
<i>Defendant</i>	:	CIVIL ACTION - CUSTODY
	:	

.....

CONFIDENTIAL INFORMATION FORM

TO THE PROTHONOTARY: IN ACCORDANCE WITH 204 PA.CODE §213.7 AND TIOGA COUNTY LOCAL RULE NO. 102, THIS FORM MUST BE FILED UNDER SEAL.

The *Public Access Policy of the Unified Judicial System of Pennsylvania: Case Records of the Appellate and Trial Courts* and Tioga County Local Rule No. 102 (effective January 6, 2018) prohibit the use of minor’s names and dates of birth in most documents filed with the court except on a Confidential Information Form filed contemporaneously with such documents. This form is submitted in accordance therewith.

The above-captioned case and contemporaneously-filed Complaint for Custody or Visitation relates to the custody of the following minor child(ren):

<u>Child’s full name:</u>	<u>Date of birth (MM/DD/YY):</u>	<u>Child’s initials as used in pleadings:*</u>
_____	(____ / ____ / ____)	_____
_____	(____ / ____ / ____)	_____
_____	(____ / ____ / ____)	_____
_____	(____ / ____ / ____)	_____

* If two or more listed children have the same initials (e.g. ‘John Smith’ and ‘James Smith’), you should add numbers or other appropriate distinguishing characters (e.g. ‘J.S.-1’ and ‘J.S.-2’).

I verify that the statements made in this Confidential Information Form are true and correct to the best of my knowledge, information, and belief. I understand that false statements herein are made subject to the penalties of 18 PA. C.S.A. § 4904 relating to unsworn falsification to authorities.

Date: _____

X _____
Plaintiff’s Signature

The Self-Help Complaint for Custody or Visitation and this Confidential Information Form are provided by the Tioga County Bar Association for the benefit of pro se custody litigants in Tioga County, Pennsylvania and may be reproduced without restriction. No warranties of any kind are made in connection with this document or any associated documents or instructions, which are not intended as a substitute for individualized legal advice. For further assistance, contact North Penn Legal Services at (877) 953 – 4250 or Tioga County Court Administration at (570) 724 – 9380.

**IN THE COURT OF COMMON PLEAS
OF TIOGA COUNTY, PENNSYLVANIA**

Plaintiff

v.

Defendant

:
:
:
:
:
:
:

NO: ____ FS ____

CIVIL ACTION - CUSTODY

.....

COMPLAINT FOR CUSTODY OR VISITATION

Regular scheduling Expedited scheduling Emergency consideration

1. This case relates to the legal and physical custody of the following minor child(ren):

<u>Child's initials:</u>	<u>Year of birth</u>	<u>Born in wedlock:</u>	
_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Are there more than four children? Yes No

(If the answer is "Yes" you will need to list each additional child's initials, year of birth, and whether or not the child was born in wedlock in the margin or on a separate sheet – see accompanying instructions).

CONFIDENTIAL INFORMATION ABOUT THE ABOVE-IDENTIFIED CHILD(REN), INCLUDING FULL NAME(S) AND DATE(S) OF BIRTH, IS PROVIDED IN AN ACCOMPANYING CONFIDENTIAL INFORMATION FORM FILED UNDER SEAL (SEE TIOGA COUNTY LOCAL RULE NO. 102, EFFECTIVE JANUARY 6, 2018).

2. Plaintiff's name, address, and relationship to the above-listed child(ren) is as follows:

Name: _____	Plaintiff's relationship to the above-
Address: _____	listed child(ren):
_____	<input type="checkbox"/> Mother
_____	<input type="checkbox"/> Father
Phone No.: _____	<input type="checkbox"/> Other: _____

3. Defendant's name, address, and relationship to the above-listed child(ren) is as follows:

Name: _____	Defendant's relationship to the above-
Address: _____	listed child(ren):
_____	<input type="checkbox"/> Mother
_____	<input type="checkbox"/> Father
Phone No.: _____	<input type="checkbox"/> Other: _____

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4. Is there more than one Defendant? Yes No

(If the answer is "Yes" you will need to list each additional Defendant's name, address, phone number, and relationship to the child(ren) either in the margin or on a separate sheet – see accompanying instructions.

Please note that both parents must be included as parties to this action and given formal notice of all court proceedings unless a parent is either deceased or their parental rights have been terminated by court order.

4(a). Have both parents been listed as parties to this action? Yes No If either parent has not been included as a party to this action, explain why: _____

_____.

4(b). If the Plaintiff is not a parent of the child(ren), explain why the Plaintiff has legal standing to file this custody complaint (required): _____

_____.

5. Other than the Plaintiff and the Defendant(s), is there anyone else who either currently has custody of the minor child(ren) or has had custody in the past (do not list parents whose parental rights have previously been terminated)? No Yes

If the answer to this question is 'Yes' provide the name and address of all such individuals, and their relationship to the child(ren):

Person's Name:

Address:

Relationship to child(ren):

6. Has the Plaintiff previously participated in any other case concerning the custody of the above-listed child(ren), whether in this or in any other court? (Please include any Children and Youth Services cases) No Yes If the answer to this question is 'Yes' provide the name of the court and the docket number, if available:

Name of court: _____ Docket number: _____

Outcome: _____

7. Is the Plaintiff aware of any other custody proceeding concerning the above-listed child(ren) currently pending in any other court? No Yes

7(a). If the answer to this question is 'Yes' provide the name of the court, the docket number, and an explanation as to why this court should accept the case even though another case involving the same child(ren) is already active in another court:

Name of court: _____ Docket number: _____

7(b). Reason why this court should accept the case even though a case is already active in another court: _____

_____.

8. The child(ren) currently reside(s) with the Plaintiff the Defendant, or Other: _____.

9. During the past five (5) years, the child or children have lived with the following persons at the following locations (use additional sheets if necessary):

<u>Whom was in the home?:</u>	<u>Address or Location?:</u>	<u>Dates?:</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

10. The Plaintiff currently resides with the following persons:

<u>Name:</u>	<u>Relationship to Plaintiff:</u>
_____	_____
_____	_____
_____	_____

11. The Defendant(s) currently reside(s) with the following persons:

<u>Name:</u>	<u>Relationship to Defendant:</u>
_____	_____
_____	_____
_____	_____

12. The best interests of the child(ren) will be served by giving the Plaintiff shared legal custody, sole legal custody, partial physical custody, primary physical custody, shared physical custody, sole physical custody, or supervised physical custody because:

(Use additional sheets if necessary)

13. Does the Plaintiff believe that there is an imminent threat to the safety of the child(ren) that requires expedited or emergency consideration by the court? No Yes
13(a). If the answer to this question is 'Yes', explain: _____

WHEREFORE the Plaintiff respectfully requests that this honorable Court grant the Plaintiff shared legal custody, sole legal custody, partial physical custody, primary physical custody, shared physical custody, sole physical custody, or supervised physical custody of the listed child(ren).

CERTIFICATION OF COMPLIANCE WITH PUBLIC ACCESS POLICY

I, the undersigned Plaintiff in this case, certify that this filing complies with the provisions of the *Public Access Policy of the Unified Judicial System of Pennsylvania: Case Records of the Appellate and Trial Courts* that require filing confidential information and documents differently than non-confidential information and documents.

PRAECIPE FOR SELF-REPRESENTATION

I, the undersigned Plaintiff in this case, represent myself in this action.

I have not previously been represented by an attorney in this action, *or*

I was previously represented by _____, Esquire, but am no longer represented by any attorney and wish said attorney removed as my attorney of record (Note: The Plaintiff must send a copy of this document to the attorney removed from this case).

I understand that I am under a continuing obligation to provide current contact information to the court, to other self-represented parties, and to any attorneys of record.

All pleadings and legal papers can be served on me at the address listed below, which may or may not be my home address pursuant to Rule 1930.8.

VERIFICATION

I, the undersigned Plaintiff in this case, do verify that the statements made in the foregoing Complaint for Custody or Visitation with Agreement, Certificate of Compliance with Public Access Policy, and Praecipe for Self-Representation are all true and correct to the best of my knowledge, information, and belief. I understand that false statements herein are made subject to the penalties of 18 PA. C.S.A. § 4904 relating to unsworn falsification to authorities.

Date: _____

X _____
Plaintiff's Signature (pro se)

Address: _____

Phone: _____

4. CRIMINAL OFFENSES. As to the following listed Pennsylvania crimes or offenses, or another jurisdiction's substantially equivalent crimes or offenses, check the boxes next to any applicable crime or offense in which you or a household member:

- has been convicted;
- has pleaded guilty or no contest;
- has been adjudicated delinquent under the Juvenile Act, 42 Pa.C.S. §§ 6301 - 6375, and the record is publicly available as set forth in 42 Pa.C.S. § 6307, or
- has charges pending.

You should also check the box next to a listed criminal offense even if the offense has been resolved by Accelerated Rehabilitative Disposition (ARD) or another diversionary program, unless it has been expunged pursuant to 18 Pa.C.S. § 9122, or a court has entered an order for limited access, e.g., Clean Slate, pursuant to 18 Pa.C.S. §§ 9122.1 or 9122.2.

FOR EACH LISTED OFFENSE, CHECK ALL BOXES THAT APPLY:

18 Pa.C.S. Ch. 25 (relating to CRIMINAL HOMICIDE):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2701 (relating to SIMPLE ASSAULT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2702 (relating to AGGRAVATED ASSAULT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2705 (relating to RECKLESSLY ENDANGERING ANOTHER PERSON):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2706 (relating to TERRORISTIC THREATS):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2709.1 (relating to STALKING):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2718 (relating to STRANGULATION):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2901 (relating to KIDNAPPING):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2902 (relating to UNLAWFUL RESTRAINT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2903 (relating to FALSE IMPRISONMENT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2904 (relating to INTERFERENCE WITH CUSTODY OF CHILDREN):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2910 (relating to LURING A CHILD INTO A MOTOR VEHICLE OR STRUCTURE):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. Ch. 30 (relating to HUMAN TRAFFICKING):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3121 (relating to RAPE):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3122.1 (relating to STATUTORY SEXUAL ASSAULT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3123 (relating to INVOLUNTARY DEVIATE SEXUAL ASSAULT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3124.1 (relating to SEXUAL ASSAULT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3125 (relating to AGGRAVATED INDECENT ASSAULT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3126 (relating to INDECENT ASSAULT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3127 (relating to INDECENT EXPOSURE):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3129 (relating to SEXUAL INTERCOURSE WITH ANIMAL):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3130 (relating to CONDUCT RELATING TO SEX OFFENDERS):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3301 (relating to ARSON AND RELATED OFFENSES):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §4302 (relating to INCEST):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §4303 (relating to CONCEALING DEATH OF CHILD):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §4304 (relating to ENDANGERING WELFARE OF CHILDREN):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §4305 (relating to DEALING IN INFANT CHILDREN):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §5533 (relating to CRUELTY TO ANIMAL):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §5534 (relating to AGGRAVATED CRUELTY TO ANIMAL):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §5543 (relating to ANIMAL FIGHTING):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §5544 (relating to POSSESSION OF ANIMAL FIGHTING PARAPHERNALIA):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §5902(b) or (b)(1) (relating to PROSTITUTION AND RELATED OFFENSES):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §5903(c) or (d) (relating to OBSCENE & OTHER SEXUAL MATERIALS & PERFORMANCES):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §6301 (relating to CORRUPTION OF MINORS):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §6312 (relating to SEXUAL ABUSE OF CHILDREN):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §6318 (relating to UNLAWFUL CONTACT WITH MINOR):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §6320 (relating to SEXUAL EXPLOITATION OF CHILDREN):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

Finding of CONTEMPT OF A PROTECTION FROM ABUSE ORDER OR AGREEMENT under 23 Pa.C.S. § 6114:

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

Finding of CONTEMPT OF A PROTECTION OF VICTIMS OF SEXUAL VIOLENCE AND INTIMIDATION ORDER OR AGREEMENT under 42 Pa.C.S. § 62A14:

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

DRIVING UNDER THE INFLUENCE OF DRUGS OR ALCOHOL:

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

MANUFACTURE, SALE, DELIVERY, HOLDING, OFFERING FOR SALE OR POSSESSION OF ANY CONTROLLED SUBSTANCE OR OTHER DRUG OR DEVICE:

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

5. ABUSE OR AGENCY INVOLVEMENT. Check the box next to any statement that applies to you, a household member, or your child:

Involvement with a Children and Youth Agency or similar agency in Pennsylvania or another jurisdiction:

- Does not apply to either me or any household member
- Applies to ME Date: ___ / ___ / ___. Jurisdiction: _____.
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
Date: ___ / ___ / ___. Jurisdiction: _____.

A determination or finding of abuse (i.e., indicated or founded report) by a Children & Youth Agency or similar agency in Pennsylvania or under a similar statute in another jurisdiction:

- Does not apply to either me or any household member
- Applies to ME Date: ___ / ___ / ___. Jurisdiction: _____.
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
Date: ___ / ___ / ___. Jurisdiction: _____.

An adjudication of dependency involving the child(ren) in this case, or any other child, under Pennsylvania's Juvenile Act, or a similar law in another jurisdiction:

- Does not apply to either the child(ren) in this case, or any other child(ren) of mine, or any other household member
- Applies to the child(ren) in this case: Date: ___ / ___ / ___. Jurisdiction: _____.
Is the dependency case still active? Yes No
- Applies to other child(ren) of mine: Name(s): _____.
Date: ___ / ___ / ___. Jurisdiction: _____.
Is the dependency case still active? Yes No
- Applies to the child(ren) of another household member: Name: _____ (household member)
Date: ___ / ___ / ___. Jurisdiction: _____.
Is the dependency case still active? Yes No

A history of perpetrating "abuse" as defined in the Protection from Abuse Act, 23 Pa.C.S. § 6102:

- Does not apply to either me or any household member
- Applies to ME Date: ___ / ___ / ___.
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
Date: ___ / ___ / ___.

A history of perpetrating “sexual violence” or “intimidation” as those terms are defined in 42 Pa.C.S. § 62A03 (relating to protection of victims of sexual violence and intimidation):

- Does not apply to either me or any household member
- Applies to ME Date: ____ / ____ / ____.
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
Date: ____ / ____ / ____.

Any other history of abuse or Agency involvement.

- Does not apply to either me or any household member
- Applies to ME Date: ____ / ____ / ____.
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
Date: ____ / ____ / ____.

6. If you checked a box in section(s) (4) or (5), then list any evaluation, counseling, or other treatment received as a result:

7. If you checked a box in section(s) (4) or (5) that applies to another member of your household, then state that person’s name, date of birth, and relationship to the child(ren):

Name: _____ Date of Birth: ____ / ____ / ____.

Relationship to the child(ren): _____

8. If you are aware that the other party, or a member of the other party’s household, has a criminal record or abuse history, please explain:

9. CERTIFICATION OF COMPLIANCE WITH PUBLIC ACCESS POLICY.

I certify that this filing complies with the provisions of the *Public Access Policy of the Unified Judicial System of Pennsylvania: Case Records of the Appellate and Trial Courts* that require filing confidential information and documents differently than non-confidential information and documents.

ONLY A PARTY CAN SIGN THIS FORM. IF A PARTY IS REPRESENTED BY AN ATTORNEY, THE ATTORNEY CANNOT SIGN THIS FORM ON BEHALF OF THE PARTY.

I verify that the statements made in this Criminal Record/Abuse History Verification Form are true and correct to the best of my knowledge, information, and belief. I understand that false statements herein are made subject to the penalties of 18 PA. C.S.A. § 4904 relating to unsworn falsification to authorities.

Date: _____

X _____
Signature

NOTICE: A CRIMINAL OR ABUSE HISTORY VERIFICATION FORM MUST BE FILED ALONG WITH EVERY NEW CUSTODY COMPLAINT OR CUSTODY PETITION, EVEN IF YOU HAVE ALREADY FILED ONE BEFORE. A COPY OF YOUR COMPLETED CRIMINAL OR ABUSE HISTORY VERIFICATION FORM MUST ALSO BE SERVED (PROVIDED TO) THE OTHER PARTY AT THE SAME TIME AS THE COMPLAINT OR PETITION.

4. CRIMINAL OFFENSES. As to the following listed Pennsylvania crimes or offenses, or another jurisdiction's substantially equivalent crimes or offenses, check the boxes next to any applicable crime or offense in which you or a household member:

- has been convicted;
- has pleaded guilty or no contest;
- has been adjudicated delinquent under the Juvenile Act, 42 Pa.C.S. §§ 6301 - 6375, and the record is publicly available as set forth in 42 Pa.C.S. § 6307, or
- has charges pending.

You should also check the box next to a listed criminal offense even if the offense has been resolved by Accelerated Rehabilitative Disposition (ARD) or another diversionary program, unless it has been expunged pursuant to 18 Pa.C.S. § 9122, or a court has entered an order for limited access, e.g., Clean Slate, pursuant to 18 Pa.C.S. §§ 9122.1 or 9122.2.

FOR EACH LISTED OFFENSE, CHECK ALL BOXES THAT APPLY:

18 Pa.C.S. Ch. 25 (relating to CRIMINAL HOMICIDE):

Does not apply to either me or any household member

Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2701 (relating to SIMPLE ASSAULT):

Does not apply to either me or any household member

Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2702 (relating to AGGRAVATED ASSAULT):

Does not apply to either me or any household member

Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2705 (relating to RECKLESSLY ENDANGERING ANOTHER PERSON):

Does not apply to either me or any household member

Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2706 (relating to TERRORISTIC THREATS):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2709.1 (relating to STALKING):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2718 (relating to STRANGULATION):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2901 (relating to KIDNAPPING):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2902 (relating to UNLAWFUL RESTRAINT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2903 (relating to FALSE IMPRISONMENT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2904 (relating to INTERFERENCE WITH CUSTODY OF CHILDREN):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §2910 (relating to LURING A CHILD INTO A MOTOR VEHICLE OR STRUCTURE):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. Ch. 30 (relating to HUMAN TRAFFICKING):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3121 (relating to RAPE):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3122.1 (relating to STATUTORY SEXUAL ASSAULT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3123 (relating to INVOLUNTARY DEVIATE SEXUAL ASSAULT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3124.1 (relating to SEXUAL ASSAULT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3125 (relating to AGGRAVATED INDECENT ASSAULT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3126 (relating to INDECENT ASSAULT):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3127 (relating to INDECENT EXPOSURE):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3129 (relating to SEXUAL INTERCOURSE WITH ANIMAL):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3130 (relating to CONDUCT RELATING TO SEX OFFENDERS):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §3301 (relating to ARSON AND RELATED OFFENSES):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §4302 (relating to INCEST):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §4303 (relating to CONCEALING DEATH OF CHILD):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §4304 (relating to ENDANGERING WELFARE OF CHILDREN):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §4305 (relating to DEALING IN INFANT CHILDREN):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §5533 (relating to CRUELTY TO ANIMAL):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §5534 (relating to AGGRAVATED CRUELTY TO ANIMAL):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §5543 (relating to ANIMAL FIGHTING):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §5544 (relating to POSSESSION OF ANIMAL FIGHTING PARAPHERNALIA):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §5902(b) or (b)(1) (relating to PROSTITUTION AND RELATED OFFENSES):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §5903(c) or (d) (relating to OBSCENE & OTHER SEXUAL MATERIALS & PERFORMANCES):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §6301 (relating to CORRUPTION OF MINORS):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §6312 (relating to SEXUAL ABUSE OF CHILDREN):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §6318 (relating to UNLAWFUL CONTACT WITH MINOR):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

18 Pa.C.S. §6320 (relating to SEXUAL EXPLOITATION OF CHILDREN):

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

Finding of CONTEMPT OF A PROTECTION FROM ABUSE ORDER OR AGREEMENT under 23 Pa.C.S. § 6114:

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

Finding of CONTEMPT OF A PROTECTION OF VICTIMS OF SEXUAL VIOLENCE AND INTIMIDATION ORDER OR AGREEMENT under 42 Pa.C.S. § 62A14:

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

DRIVING UNDER THE INFLUENCE OF DRUGS OR ALCOHOL:

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

MANUFACTURE, SALE, DELIVERY, HOLDING, OFFERING FOR SALE OR POSSESSION OF ANY CONTROLLED SUBSTANCE OR OTHER DRUG OR DEVICE:

- Does not apply to either me or any household member
- Applies to ME by: Conviction Guilty/No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
by Conviction Guilty or No Contest Plea Adjudicated Delinquent Charges pending
Date: ___ / ___ / ___ Sentence: _____

5. ABUSE OR AGENCY INVOLVEMENT. Check the box next to any statement that applies to you, a household member, or your child:

Involvement with a Children and Youth Agency or similar agency in Pennsylvania or another jurisdiction:

- Does not apply to either me or any household member
- Applies to ME Date: ___ / ___ / ___. Jurisdiction: _____.
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
Date: ___ / ___ / ___. Jurisdiction: _____.

A determination or finding of abuse (i.e., indicated or founded report) by a Children & Youth Agency or similar agency in Pennsylvania or under a similar statute in another jurisdiction:

- Does not apply to either me or any household member
- Applies to ME Date: ___ / ___ / ___. Jurisdiction: _____.
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
Date: ___ / ___ / ___. Jurisdiction: _____.

An adjudication of dependency involving the child(ren) in this case, or any other child, under Pennsylvania's Juvenile Act, or a similar law in another jurisdiction:

- Does not apply to either the child(ren) in this case, or any other child(ren) of mine, or any other household member
- Applies to the child(ren) in this case: Date: ___ / ___ / ___. Jurisdiction: _____.
Is the dependency case still active? Yes No
- Applies to other child(ren) of mine: Name(s): _____.
Date: ___ / ___ / ___. Jurisdiction: _____.
Is the dependency case still active? Yes No
- Applies to the child(ren) of another household member: Name: _____ (household member)
Date: ___ / ___ / ___. Jurisdiction: _____.
Is the dependency case still active? Yes No

A history of perpetrating "abuse" as defined in the Protection from Abuse Act, 23 Pa.C.S. § 6102:

- Does not apply to either me or any household member
- Applies to ME Date: ___ / ___ / ___.
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
Date: ___ / ___ / ___.

A history of perpetrating “sexual violence” or “intimidation” as those terms are defined in 42 Pa.C.S. § 62A03 (relating to protection of victims of sexual violence and intimidation):

- Does not apply to either me or any household member
- Applies to ME Date: ____/____/____.
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
Date: ____/____/____.

Any other history of abuse or Agency involvement.

- Does not apply to either me or any household member
- Applies to ME Date: ____/____/____.
- Applies to ANOTHER HOUSEHOLD MEMBER as follows: Name: _____
Date: ____/____/____.

6. If you checked a box in section(s) (4) or (5), then list any evaluation, counseling, or other treatment received as a result:

7. If you checked a box in section(s) (4) or (5) that applies to another member of your household, then state that person’s name, date of birth, and relationship to the child(ren):

Name: _____ Date of Birth: ____/____/____.

Relationship to the child(ren): _____

8. If you are aware that the other party, or a member of the other party’s household, has a criminal record or abuse history, please explain:

9. CERTIFICATION OF COMPLIANCE WITH PUBLIC ACCESS POLICY.

I certify that this filing complies with the provisions of the *Public Access Policy of the Unified Judicial System of Pennsylvania: Case Records of the Appellate and Trial Courts* that require filing confidential information and documents differently than non-confidential information and documents.

ONLY A PARTY CAN SIGN THIS FORM. IF A PARTY IS REPRESENTED BY AN ATTORNEY, THE ATTORNEY CANNOT SIGN THIS FORM ON BEHALF OF THE PARTY.

I verify that the statements made in this Criminal Record/Abuse History Verification Form are true and correct to the best of my knowledge, information, and belief. I understand that false statements herein are made subject to the penalties of 18 PA. C.S.A. § 4904 relating to unsworn falsification to authorities.

Date: _____

X _____
Signature

NOTICE: A CRIMINAL OR ABUSE HISTORY VERIFICATION FORM MUST BE FILED ALONG WITH EVERY NEW CUSTODY COMPLAINT OR CUSTODY PETITION, EVEN IF YOU HAVE ALREADY FILED ONE BEFORE. A COPY OF YOUR COMPLETED CRIMINAL OR ABUSE HISTORY VERIFICATION FORM MUST ALSO BE SERVED (PROVIDED TO) THE OTHER PARTY AT THE SAME TIME AS THE COMPLAINT OR PETITION.

23 P.S. § 5328. Factors to consider when awarding custody.

(a) Factors.--In ordering any form of custody, the court shall determine the best interest of the child by considering all relevant factors, giving substantial weighted consideration to the factors specified under paragraphs (1), (2), (2.1) and (2.2) which affect the safety of the child, including the following:

- (1) Which party is more likely to ensure the safety of the child.
- (2) The present and past abuse committed by a party or member of the party's household, which may include past or current protection from abuse or sexual violence protection orders where there has been a finding of abuse.
 - (2.1) The information set forth in section 5329.1(a) (relating to consideration of child abuse and involvement with protective services).
 - (2.2) Violent or assaultive behavior committed by a party.
 - (2.3) The level of cooperation and conflict between the parties, including:
 - (i) which party is more likely to encourage and permit frequent and continuing contact between the child and the other party or parties if contact is consistent with the safety needs of the child; and
 - (ii) the attempts by a party to turn the child against the other party, except in cases of abuse where reasonable safety measures are necessary to protect the safety of the child. A party's good faith and reasonable effort to protect the safety of a child or self shall not be considered evidence of unwillingness or inability to cooperate with the other party. A party's reasonable concerns for the safety of the child and the party's reasonable efforts to protect the child shall not be considered attempts to turn the child against the other party. A child's deficient or negative relationship with a party shall not be presumed to be caused by the other party.
- (3) A willingness and ability of a party to prioritize the needs of the child by providing appropriate care, stability and continuity for the child, considering the parental duties performed by the party on behalf of the child in the past and whether the party is willing and able to perform the duties in the future, and attend to the daily physical, emotional, developmental, educational and special needs of the child.
- (4) The need for stability and continuity in the child's education, family life and community life, except if changes are necessary to protect the safety of the child or a party.
- (5) (Deleted by amendment).
- (6) The child's sibling and other familial relationships.
- (7) The well-reasoned preference of the child, based on the child's developmental stage, maturity and judgment.
- (8) (Deleted by amendment).
- (9) (Deleted by amendment).
- (10) (Deleted by amendment).
- (11) The proximity of the residences of the parties.
- (12) Each party's employment schedule and availability to care for the child or ability to make appropriate child-care arrangements.

(13) (Deleted by amendment).

(14) The history of drug or alcohol abuse of a party or member of a party's household.

(15) The mental and physical condition of a party or member of a party's household.

(16) Any other relevant factor.

(a.1) Exception.--A factor under subsection (a) shall not be adversely weighed against a party if the circumstances related to the factor were in response to abuse or necessary to protect the child or the abused party from harm and the party alleging abuse does not pose a risk to the safety of the child at the time of the custody hearing. Temporary housing instability as a result of abuse shall not be considered against the party alleging abuse.

(a.2) Determination.--No single factor under subsection (a) shall by itself be determinative in the awarding of custody. The court shall examine the totality of the circumstances, giving weighted consideration to the factors that affect the safety of the child, when issuing a custody order that is in the best interest of the child.

(b) Gender neutral.--In making a determination under subsection (a), no party shall receive preference based upon gender in any award granted under this chapter.

(c) Grandparents and great-grandparents.--

(1) In ordering partial physical custody or supervised physical custody to a party who has standing under section 5325(1) or (2) (relating to standing for partial physical custody and supervised physical custody), the court shall consider the following:

- (i) the amount of personal contact between the child and the party prior to the filing of the action;
- (ii) whether the award interferes with any parent-child relationship; and
- (iii) whether the award is in the best interest of the child.

(2) In ordering partial physical custody or supervised physical custody to a parent's parent or grandparent who has standing under section 5325(3), the court shall consider whether the award:

- (i) interferes with any parent-child relationship; and
- (ii) is in the best interest of the child.

[...]

