

In the Court of Common Pleas of BERKS County, Pennsylvania

Phone: 610-478-2900

Fax: 610-478-6583

		) Docket Number:
vs.	Plaintiff	)
		) PACSES Case Number:
		)
	Defendant	) Other State ID Number:

**Praecipe for Entry of Appearance - Self-Represented Party**

I, \_\_\_\_\_, Plaintiff or Defendant (circle one), represent myself in the within action. I understand that I am under a continuing obligation to provide current contact information to the court, to other self-represented parties, and to 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.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Fax

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Removal or Withdrawal of Counsel of Record (if Applicable)**

Remove \_\_\_\_\_, Esq., as my attorney of record. Withdraw my appearance for the filing party.

\_\_\_\_\_  
Esq. (Print Name)

\_\_\_\_\_  
ID#:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

THE PARTY FILING THIS ENTRY OF APPEARANCE MUST PROVIDE NOTICE BY SENDING A COPY TO ALL PARTIES AND ATTORNEYS, INCLUDING THE ATTORNEY REMOVED FROM CASE.

