



# Court of Common Pleas of Berks County

Twenty Third Judicial District of Pennsylvania  
Domestic Relations Section  
633 Court Street, 6<sup>th</sup> Floor, Reading, PA 19601-4316  
(610) 478-2900 Fax: (610) 478-6585 or 610-478-6583

Tracy Brown, *Director*  
Laura Schlegel, *Deputy Director*

## Dismissal of a New Complaint

\_\_\_\_\_ vs. \_\_\_\_\_  
(Plaintiff's name) (Defendant's name)

PACSES Case ID: \_\_\_\_\_ Date: \_\_\_\_\_

Complete the fields below to submit a private agreement to the Domestic Relations Section.

1. **Complaint Filed Date:** \_\_\_\_\_

2. **Reason for Dismissal:**

Upon review and approval of this completed form, any scheduled conference will be canceled. Parties will be notified either by phone or by mail of the canceled conference.

### PLAINTIFF AGREES TO TERMS

**Plaintiff's signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Plaintiff's Attorney signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**THIS SECTION TO BE COMPLETED BY DRS STAFF ONLY.**

Plaintiff's Verbal consent: \_\_\_\_\_ Plaintiff's Attorney Verbal consent: \_\_\_\_\_

DRS Employee Initials: \_\_\_\_\_ Date: \_\_\_\_\_

[www.berkspa.gov/departments/dro](http://www.berkspa.gov/departments/dro)