

**IN THE COURT OF COMMON PLEAS OF LEHIGH COUNTY, PENNSYLVANIA
CIVIL / FAMILY DIVISION**

) NO. -FC-
Plaintiff)
vs) CUSTODY
)
Defendant)

NOTICE AND ORDER TO APPEAR

Legal proceedings have been brought against you _____ Plaintiff Defendant

alleging you have willfully disobeyed an order of court for custody. If you wish to defend against the claim set forth in the following pages, you may but are not required to file in writing with the court your defenses and objections.

Whether or not you file in writing with the court your defenses or objections, a Child Custody Conference through the use of advanced communication technology (Zoom Video Conferencing participation) on the matter is scheduled for

_____ 20 _____ at _____ AM _____ PM

Due to the COVID-19 pandemic, individual litigants and lawyers are not permitted in the Family Court Office and shall therefore participate by Zoom Video Conferencing rather than coming to the Courthouse and appearing in person.

To participate in the conference by Zoom, you must do the following no less than five (5) business days before the scheduled proceeding:

- a. Notify the Court by sending written communication via email to familycourtoffice@lehighcounty.org stating the telephone number where you can be called on the date of the conference **or** call the Family Court Office at 610-782-3390 to provide your telephone number in the event Zoom participation cannot be managed.
- b. In addition, notify the Court by sending written communication via email to familycourtoffice@lehighcounty.org advising the Court of your email address and your current mailing address.
- c. By mail you will receive the Zoom Meeting ID and Password so you can join the Custody Conference.

IT IS YOUR RESPONSIBILITY TO KEEP THE COURT CURRENT WITH YOUR MAILING AND EMAIL ADDRESSES. YOU MUST COMPLETE AND E-FILE AN ADDRESS CHANGE FORM, FOUND ON THE COURT'S WEBSITE, www.lccpa.org under Family Court Forms) WHENEVER YOU CHANGE YOUR MAILING OR EMAIL ADDRESS.

IF YOU DO NOT APPEAR IN PERSON, THE COURT MAY ISSUE A WARRANT FOR YOUR ARREST.

IF THE COURT FINDS THAT YOU HAVE WILLFULLY FAILED TO COMPLY WITH ITS ORDER OF (CUSTODY) (PARTIAL CUSTODY) (VISITATION), YOU MAY BE FOUND IN CONTEMPT OF COURT AND COMMITTED TO JAIL, FINED OR BOTH.

YOU SHOULD TAKE THIS PAPER TO YOUR LAWYER AT ONCE. IF YOU DO NOT HAVE A LAWYER 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.

LAWYER REFERRAL SERVICE
THE BAR ASSOCIATION OF LEHIGH COUNTY
P.O. BOX 1324 ALLENTOWN PA 18105-1324
PHONE 610-433-7094
FAX 610-770-9826

AMERICANS WITH DISABILITIES ACT OF 1990

The Court of Common Pleas of Lehigh County is required by law to comply with the Americans 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

Date:

J.