

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

	:	CUSTODY	
	Plaintiff	:	
		:	
vs.		:	NO.
		:	
	:		
	Defendant	:	

ORDER

AND NOW, this day of _____, **20__**, after a pre-trial conference in the above-referenced matter, at which time _____, Mother was present with her counsel, _____, Esquire, and _____, Father, was present with his counsel, _____, Esquire, trial is scheduled for _____ **20__**, from **9:00 a.m. until 5:00 p.m. in Courtroom No. _ of the Lycoming County Courthouse, before the Honorable Judge _____**. In the interim, the Order of _____ shall remain in full force and effect. The parties and all adults who reside in their households are ordered to be present for the Trial.

In preparation for trial, the parties shall comport with the following requirements:

I. WITNESS LISTS: Final Witness Lists shall be filed with copies given to the opposing party and **directly to Courtroom No. 5** ten (10) days prior to trial.

1. The Witness List shall be a list of witnesses to be called at the hearing as part of a party's case (excluding the child), a brief offer of proof as to each witness, and the estimated time for direct examination.

2. The Court may exercise its right to preclude cumulative, repetitive, or irrelevant testimony.

3. A failure to timely file the required Witness List may result in the preclusion or limitation of testimony or other appropriate sanctions in the discretion of the Court.

II. EXHIBIT LISTS: Exhibits Lists shall be filed with copies given to the opposing party and **directly to Courtroom No. 5** ten (10) days prior to trial.

1. Exhibit Lists shall provide brief but sufficiently detailed explanations of each Exhibit.

2. Exhibits shall be pre-marked using a familial distinction, the party's relationship to the child (i.e. "Father's # 1"), if at all applicable, rather than plaintiff or defendant, etc.

3. Parties shall mark as exhibits current report cards for school age children.

4. A copy of all actual Exhibits shall be given to the opposing party ten (10) days prior to trial.

5. Original Exhibits shall be provided to the Court, pre-marked, at the commencement of the trial.

6. Exhibits should not be filed and should not be provided to the Court prior to the commencement of trial.

III. **PROPOSED CUSTODY ORDER:** A detailed proposed custody order shall be delivered **directly to Courtroom No. 5** ten (10) days prior to trial with copies given to the opposing party. The proposed custody order shall detail a proposed physical custody schedule including a holiday and vacation schedule, and exchange locations. **THE PROPOSED CUSTODY ORDERS SHALL NOT BE FILED WITH THE PROTHONOTARY.**

IV. **CRIMINAL/ABUSE HISTORY VERIFICATION:** Five (5) days prior to trial, all parties must file and serve upon all other parties an updated Criminal/Abuse History Verification pursuant to Pa.R.C.P. 1915.3-2.

BY THE COURT,

, Judge

/ (put in initials)

c. , Esquire
, Esquire
The Honorable Judge