

RULE L1910.11. OFFICE CONFERENCE. SUBSEQUENT PROCEEDINGS. ORDER.

(1) Continuances of Office Conferences.

At the time conferences or hearings are scheduled, the Domestic Relations Section shall notify the plaintiff and defendant in writing of the date, time and place of the conference or hearing. Continuances may be granted at the discretion of the Domestic Relations Director, or in the Director's absence, the Assistant Director. Continuances requested because of a scheduling conflict will be granted in accord with Cra.R.C.P. 208.3(a)(5). Continuances consented to by all parties or their counsel should be granted. Continuances by reason of a bona fide injury, sickness or illness that necessarily prevents an attorney or a party from appearing at the conference or hearing should be granted, provided, however, the Domestic Relations Section may require evidence from a physician, hospital or health practitioner verifying the injury, illness or sickness of a party. Common Pleas Judges may not entertain motions granting or denying continuances by the Domestic Relations Director, or Assistant Director, unless there is an allegation of abuse of discretion. By signing a motion to continue an attorney is representing to the court that the attorney's client has been consulted and is aware of the motion.

(2) Personal Continuances.

Attorneys who desire continuances by reason of their own personal vacations shall notify the Domestic Relations Section of that fact within five (5) days after his/her client is sent notice of the date and time for the conference or hearing. Thereafter continuances by reason of attorneys' vacations may not be granted.

(3) Request for De Novo Support Hearing.

A request for a support hearing de novo in substantially the form of attached shall be filed with the Crawford County Domestic Relations Section. Filing may be hand delivery to the Domestic Relations Section or by first class mail, postage prepaid, addressed to De Novo Hearing Request, Crawford County Domestic Relations Office, P.O. Box 1055, Meadville, PA 16335. Service by first class mail is complete upon mailing and a certificate of service shall be made by the party or counsel.

(4) Disclosure of Information Prior to De Novo Hearing.

In order that the parties come to the hearing adequately prepared, and

that cases may be settled without a hearing, in order to encourage and facilitate possible hearing and evidentiary stipulations, and to speed up hearing time, each party shall furnish to the other: (a) true copies of their most recent federal income tax returns; (b) their pay stubs for the preceding six months; (c) verification of child care expenses signed by the child care provider(s); (d) income and expense statements in the form required by Pa.R.C.P. 1910.26(c), and (e) copies of all exhibits, at least five (5) business days prior to the hearing set before the Court.