

CUSTODY COMPLAINT FLOW CHART

Complete all paperwork fully and turn it into the Prothonatary's Office. Be prepared to pay if you did NOT fill out the Proceed without Cost section of the packet.

Prothonatary's will time stamp paperwork and forward it to the Family Court Judge, where it will be reviewed to see if all information is completed and/or any additional documents are required.

Was your paperwork filled out correctly?

Yes

No

The packet will be mailed to you which contains the conference date and Judges Signature

All papers will be returned to you and you must correct and refile

Once you receive the packet back, you MUST serve the other party a copy of all paperwork

Prepare for and attend the custody conference

Was an agreement reached between all parties at the custody conference?

Yes

No

A signed and stamped copy of the order discussed at the conference will be mailed to you. This is your new court order to follow for custody.

A signed and stamped temporary custody order will be mailed to you. It will also include a date for a Custody Pre-Trial in front of a common pleas Judge

Prepare for and attend the Pre-Trial. Again an agreement will try and be reached between the parties.

Was an agreement reached between all parties at the Pre-Trial?

Yes

No

You will receive in the mail a signed and stamped Court Order of your new custody agreement.

A signed and stamped Court Order will be mailed to you giving you a date for a Custody Trial. All parties will follow the custody order given at the previous hearing.

Prepare for and attend the Custody Trial. Come prepared to spend a large portion of your day in court.

Afterwards, you will receive a signed and stamped copy of your new Custody Order in the mail.