

IN THE FIRST JUDICIAL DISTRICT OF PENNSYLVANIA
PHILADELPHIA COURT OF COMMON PLEAS—CIVIL TRIAL DIVISION

	:	
	:	
	:	
	:	COURT OF COMMON PLEAS
	:	PHILADELPHIA COUNTY, PA
Plaintiffs	:	
	:	
v.	:	_____ TERM, 20__
	:	
	:	NO. _____
	:	
	:	
Defendants	:	
	:	
	:	

**PRAECIPE TO ENTER THIRD PARTY UNCONTESTED OR
RESOLVED BY AGREEMENT DISCOVERY ORDER**

To the Office of Judicial Records:

Pursuant to the Court’s COVID-19 protocol and subject to the below certification, kindly, upon court review enter the discovery order, attached hereto as Exhibit A which seeks relief including **[movant must enter relief sought here and whether it is by agreement or uncontested]**.

I, attorney for [PARTY NAME], hereby certify that, on [DATE] and in compliance with Pa.R.C.P. 440, I served third-party respondent [NAME OF ENTITY SUBJECT TO MOTION] with a copy of the motion to [STATE WHAT TYPE OF MOTION e.g. enforce subpoena, for protective order, or other] filed on [DATE] with E-File number [E-FILE NUMBER]. The respondent was properly served with said motion by [DESCRIBE MANNER OF SERVICE].

I also certify that, on [DATE], [THE SUBPOENA or MOTION] was properly served on respondent [NAME OF ENTITY SUBJECT TO MOTION] in compliance with Pa.R.C.P. 234.2 by [DESCRIBE MANNER OF SERVICE].

I further certify that I conferred with a representative of the respondent [NAME OF PERSON OR PARTY SUBJECT TO MOTION] and that the discovery motion filed on [DATE]

