

**FIRST JUDICIAL DISTRICT OF PENNSYLVANIA
COURT OF COMMON PLEAS OF PHILADELPHIA COUNTY
TRIAL DIVISION—CIVIL**

IMPORTANT NOTICE TO THE BAR

RE: FILING PROCEDURES FOR PRELIMINARY OBJECTIONS

Please take notice that effective immediately preliminary objections will be subject to dismissal should they fail to comply with the provisions of Phila.Civ.R. *1028(c), as amended January 7, 2008.

The preliminary objections should be filed with the Prothonotary, as provided in Pa.R.C.P. 1028 and include the following at the time of filing:

1. Copies of all items necessary or relevant to the disposition of the preliminary objections attached as exhibits separately;
2. A Brief or Memorandum of Law, as set forth in Phila.Civ.R. *210;
3. A proposed order, which shall contain no reference to the attorney proposing same;
4. Certificate of service;
5. Stamped addressed envelopes for all parties.

Upon filing, the preliminary objections will be issued a control number and a response date.

An answer to preliminary objections is required within twenty (20) days after service of the preliminary objections only to preliminary objections raising an issue under Pa.R.C.P. 1028(a)(1),(5),(6), (7) or (8), provided a notice to plead is attached to the preliminary objections. An answer need not be filed to preliminary objections raising an issue under Pa.R.C.P 1028(a)(2),(3) and (4).

The answer to preliminary objections, if filed, should clearly identify the assigned control number issued and include the following at the time of filing with the Prothonotary:

1. Copies of all items necessary or relevant to the disposition of the preliminary objections attached as exhibits separately;
2. A Brief or Memorandum of Law, as set forth in Phila.Civ.R. *210;
3. A proposed order, which shall contain no reference to the attorney proposing same;
4. Certificate of service.

Please take notice that Motions to Determine Preliminary Objections will no longer be accepted for filing with Motion Court.

**D.WEBSTER KEOGH
ADMINISTRATIVE JUDGE
TRIAL DIVISION**

**ESTHER R. SYLVESTER
SUPERVISING JUDGE
TRIAL DIVISION—CIVIL**