

IN THE COURT OF COMMON PLEAS OF LEHIGH COUNTY, PENNSYLVANIA
ORPHANS' COURT DIVISION

In re: _____ :
: File No. -OC-
:

NOTICE

Notice is hereby given that, if you are opposed to the granting of the prayer of the _____, a copy of which is attached was served upon you on _____, you must file¹ a written answer or other responsive pleading with the Clerk of the Orphans' Court Division of Lehigh County, within twenty days of service of this Notice.

IF YOU FAIL TO FILE A TIMELY WRITTEN RESPONSE OR OTHER RESPONSIVE PLEADING, THE AVERMENTS OF FACT SET FORTH IN THE *PETITION* SHALL BE DEEMED ADMITTED AND THE COURT *sua sponte*, OR AT THE REQUEST OF THE MOVING PARTY, MAY ENTER AN ORDER GRANTING THE PRAYER THEREOF WITHOUT FURTHER NOTICE TO YOU.

Date: _____ Name: _____
Address: _____

Phone number: _____

¹ E-filing through Odyssey File and Serve (OFS) is mandatory. Instructions to e-file are available within the Self-Help section of the OFS homepage at <https://pennsylvania.tylertech.cloud/OfsWeb/Home>. A filer can e-file remotely at any time within the response period, or, during regular business hours (M-F 8:30 a.m. – 4:00 p.m.), using a public access computer located within the Clerk of the Orphans' Court Office (Room 123, Lehigh County Courthouse, 455 W. Hamilton Street, Allentown, PA). In the alternative, for an additional charge of \$1.00/page, the Clerk's staff will electronically file paper documents presented for filing during regular business hours.