

INSTRUCTIONS FOR CASE STATUS REPORT

1. Provide ALL information indicated by the form, in typewritten format, on a sheet bearing the case caption and docket number and the header "CASE STATUS REPORT AND REQUEST FOR HEARING/CONFERENCE."
2. Use the numeric sequence indicated by the form.
3. The Case Status Report must be verified and signed by the attorney or *pro se* party representing that the case should not be terminated and filed with the Office of the Prothonotary, 2nd Floor, Bucks County Courthouse.
4. A time-stamped copy of the filed report shall be provided to the Office of the Court Administrator, Law and Research, 5th Floor, Bucks County Courthouse, Doylestown, PA 18901.