

**RULE 1012 – ENTRY OF APPEARANCE. WITHDRAWAL OF APPEARANCE.**  
**NOTICE.**

1. A party representing himself or herself shall enter a written appearance which shall state an address, which need not be his or her home address, where the party agrees that pleadings and other legal papers may be served, and a telephone number through which the party may be contacted, as attached hereto. The entry of appearance may include a facsimile number as provided by Pa.R.C.P. No. 440(d).
2. A self-represented party is under a continuing obligation to provide current contact information to the Court, to other self-represented parties, and to attorneys of record.
3. The self-represented party shall provide a copy of the entry of appearance to all self-represented parties and attorneys of record.
4. The assertion of self-representation shall not delay any stage of the proceeding.