

**OBTAIN A COURT ORDER FOR MOTOR VEHICLE TITLE INSTRUCTIONS:**

1. COMPLETE PETITION / ENTRY OF APPEARANCE
2. PRESENT DOCUMENTS (ATTACHED) TO COURT ADMINISTRATION TO SCHEDULE HEARING DATE
3. COURT ADMINISTRATION WILL MAKE COPIES FOR PRO SE PETITIONER
4. PETITIONER WILL FILE (PAYMENT DUE AT TIME OF FILING) IN THE PROTHONOTARY'S OFFICE ALL COPIES WILL BE TIMED STAMPED.
5. RETURN A TIMED STAMPED COPY TO COURT ADMINISTRATION, CERTIFIED MAIL A TIMED STAMPED COPY TO PREVIOUS OWNER , ADVERTISE IN A LOCAL NEWSPAPER ONCE A WEEK FOR THREE WEEKS, AND RETAIN ON COPY FOR PETITION FOR DATE AND TIME OF HEARING.

IN THE COURT OF COMMON PLEAS  
OF LUZERNE COUNTY  
NO.                      OF

**SCHEDULING ORDER**

AND NOW, this \_\_\_\_\_ day of \_\_\_\_\_, upon consideration of the attached Petition, a Rule is issued to show cause why the relief requested should not be granted.

RULE RETURNABLE:

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

PLACE: \_\_\_\_\_

\_\_\_\_\_

FOR THE COURT:

\_\_\_\_\_  
COURT ADMINISTRATION

IN THE COURT OF COMMON PLEAS  
OF LUZERNE COUNTY

NO. OF

PETITION TO OBTAIN A COURT ORDER FOR TITLE

AND NOW comes the Petitioner \_\_\_\_\_ who respectfully represents the following:

1. \_\_\_\_\_ is an adult individual residing in the Commonwealth of Pennsylvania with an address of: \_\_\_\_\_.
2. The Petitioner is in possession of a vehicle with the following information:
  - a. Make:
  - b. Model:
  - c. Year:
  - d. V.I.N.
3. The aforesaid vehicle does not have a Certificate of Title and/or Registration in the Commonwealth of Pennsylvania.
4. Pursuant to instructions by the Department of Transportation, Bureau of Motor vehicles, the Petitioner is seeking a Court Order so that the vehicle may be issued a Certificate of Title and/or Registration.

WHEREFORE, the Petitioner respectfully requests that this Court award ownership for Certificate of Tile and Registration of said vehicle to the Petitioner.

RESPECTIVELY SUBMITTED:

\_\_\_\_\_

IN THE COURT OF COMMON PLEAS  
OF LUZERNE COUNTY

NO.                      OF                      200

ORDER

AND NOW, this \_\_\_\_\_ day of \_\_\_\_\_, 200, after reasonable notice and an opportunity for hearing having been provided to all interested parties, the Court hereby awards ownership of a:

YEAR:  
MAKE:  
MODEL:  
V.I.N.:

to \_\_\_\_\_ (Name of Applicant) and the right, title and interest of any other person to said vehicle is hereby extinguished. The Commonwealth of Pennsylvania, Department of Transportation may accept this Order as evidence of ownership in lieu of a Certificate of Title. The Petitioner shall submit the appropriate forms, taxes and fees and comply with any other procedures of the Commonwealth of Pennsylvania, Department of Transportation in order to receive the appropriate Certificate of Title for said vehicle.

BY THE COURT:

\_\_\_\_\_ J.

_____	:	IN THE COURT OF COMMON PLEAS
_____	:	OF LUZERNE COUNTY
_____	:	
Plaintiff (s)	:	
vs.	:	CIVIL
_____	:	
_____	:	
_____	:	NO. _____
Defendant (s)	:	

**ENTRY OF APPEARANCE OF SELF-REPRESENTED PARTY**  
**PURSUANT TO PA. R.C.P. NO. 1930.8**

Please enter my appearance as a Self-Represented Party in the above captioned proceeding:

1. My name: \_\_\_\_\_  
(Print legibly)
  
2. My address where pleadings and other legal papers may be served:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
  
3. My contact telephone number (s):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Fax number: \_\_\_\_\_
  
4. I understand that I am under a continuing obligation to provide current contact information to the Court, to other self-represented parties and to attorneys of record.
  
5. (If applicable) – I am currently represented by an attorney of record and I wish to be self represented, and
  - a. \_\_\_ I have given contemporaneous notice of this assertion to my attorney of record; or
  - b. \_\_\_ Attached to this entry of appearance is the withdrawal of appearance signed by my attorney of record.

I understand that I must give a filed copy of this entry of appearance to all self-represented parties and attorney s of record.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name