

**IN THE COURT OF COMMON PLEAS OF BERKS COUNTY, PENNSYLVANIA**  
**DOMESTIC RELATIONS SECTION**  
**APPLICATION FOR CONTINUANCE**

**INSTRUCTIONS:**

- Applications for continuances should be submitted at least 25 days before the scheduled proceeding or at the earliest opportunity possible. The completed form should be submitted to Berks County Domestic Relations by: mail or in person to 633 Court St, 6th Floor, Reading PA 19601, email to Support.Berks@PACSES.com, or fax to (610) 898-5579.
- If the other party (or counsel for the other party) has not signed the continuance form, you must indicate whether the party has been contacted and whether he/she is opposed or unopposed to the continuance request.
- Requests are reviewed and approved or denied at the discretion of the DRS Unit Manager, Hearing Officer or Judge.
- Any request for reconsideration submitted to the family/miscellaneous motions Judge must include a copy of this continuance determination.
- The DRS will notify both parties or counsel of the decision on the request for continuance.

**I. APPLICATION IS HEREBY MADE TO CONTINUE THE FOLLOWING CASE:**

\_\_\_\_\_  
Plaintiff

VS

\_\_\_\_\_  
Defendant

DOCKET \_\_\_\_\_

PACSES CASE ID \_\_\_\_\_

SCHEDULED DATE/TIME: \_\_\_\_\_

**TYPE OF PROCEEDING (CHECK BELOW)**

- CONFERENCE BEFORE DRS ESTABLISHMENT OR COMPLIANCE CONFERENCE OFFICER
- HEARING BEFORE THE HEARING OFFICER
- COURT HEARING BEFORE THE JUDGE

**II. APPLICATION IS MADE BY PLAINTIFF/PLAINTIFF'S COUNSEL or DEFENDANT/DEFENDANT'S COUNSEL (circle one) FOR THE FOLLOWING REASON(S):**

\_\_\_\_\_

Signature of applying party/counsel \_\_\_\_\_ DATE \_\_\_\_\_ PHONE \_\_\_\_\_

**III. THE OTHER PARTY IS OPPOSED or UNOPPOSED (circle one) TO THE CONTINUANCE REQUEST FOR THE FOLLOWING REASON(S):**

\_\_\_\_\_

Signature of replying party/counsel \_\_\_\_\_ DATE \_\_\_\_\_ PHONE \_\_\_\_\_

**FOR COURT USE ONLY**

**IV. DATE RECEIVED** \_\_\_\_\_ **V. NUMBER OF PREVIOUS CONTINUANCES** \_\_\_\_\_

**VI. ACTION TAKEN:**

- Application is granted and the case is continued       Application is denied

**COMMENT:** \_\_\_\_\_

\_\_\_\_\_  
Unit Manager, Hearing Officer, or Judge      Date