

VIRGINIA:
IN THE CIRCUIT COURT OF PRINCE WILLIAM COUNTY

Plaintiff (email _____)

Case No. _____

v.

Defendant (email _____)

Motion's Day Praecipe/Notice

The Clerk of said Court will please place the above-referenced case on the Civil Motion's Day docket to be called on Friday _____, 20__ at 9:00 a.m., for the following action:

SIGNATURE

Printed Name: _____

Address: _____

Phone: _____

CERTIFICATE OF SERVICE:

____ I CERTIFY that I have in good faith conferred or attempted to confer with other affected parties in an effort to resolve the subject of the motion without Court action and to determine a mutually agreeable hearing date and time, pursuant to Rule 4:15(b) of the Rules of the Supreme Court of Virginia.

____ I CERTIFY that on the ____ day of _____, 20__, I sent a copy of the foregoing to opposing party/counsel by ___ Mail ___ Fax ___ Hand Delivery.

List the name, address, phone number for opposing party/counsel:

SIGNATURE

Printed Name: _____

Address: _____

Phone: _____

Mail or Deliver original to:

Clerk of the Circuit Court
9311 Lee Ave, Rm 314
Manassas, VA 20110
(703) 792-6029

or

Email to:
circuitcourt@pwcgov.org