

VIRGINIA:

IN THE CIRCUIT COURT OF PRINCE WILLIAM COUNTY

Plaintiff (email _____)

Case No. _____

v.

Defendant (email _____)

MOTIONS DAY PRAECIPE/NOTICE

☐ IN PERSON ☐ WEBEX

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 10:30a.m. for the following action(s): _____

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