

IN RE: : IN THE COURT OF COMMON PLEAS  
: :  
ADOPTION OF LOCAL RULE OF CIVIL : LAWRENCE COUNTY, PENNSYLVANIA  
PROCEDURE RELATING TO PRETRIAL :  
CONFERENCES IN DIVORCE MASTER : NO. 90018 OF 2021, A.D.  
CASES, LOCAL RULE L.1920.33-1 :  
PRETRIAL CONFERENCES :

ADMINISTRATIVE ORDER OF COURT

AND NOW, this 19th day of March, 2021, it is hereby ORDERED and DECREED that the Lawrence County Court of Common Pleas hereby adopts Local Rule L.1920.33-1 Pretrial Conferences, providing as follows:

Local Rule L.1920.33-1 Pretrial Conferences

(a) The Master upon being appointed shall schedule a Pretrial Conference at which time the parties, and their counsel, if represented, shall appear. The issues which the Master will address at the Pretrial Conference shall include:

- (i) the possibility of settlement prior to a hearing;
- (ii) in the event the parties cannot reach a settlement, simplification of unresolved issues and stipulations of fact; and
- (iii) any ancillary issues surrounding the claims and matters before the Master.

(b) At least five (5) days prior to the Pretrial Conference each party shall file and serve upon opposing counsel, or any unrepresented party, and the Master, a statement which shall include the following:

- (i) the date of marriage and date of separation;
- (ii) the net monthly income and expenses in the form required by Pa.R.C.P 1910.27(c)(2)(B);
- (iii) a copy of the filed inventory listing the marital assets and liabilities with values and balances;

- (iv) any unique issues of fact or unusual questions of law;
- (v) any proposed stipulations of fact; and
- (vi) proposed distribution.

(c) Failure of a party to comply with the above requirements may subject the non-compliant party to sanctions imposed by the Court, upon motion of the other party.

(d) If no agreement is reached between the parties at the Pretrial Conference, the Master shall schedule a hearing on the referred claims. The scheduling order shall provide for a deposit with a date certain with the Prothonotary any additional sum to be applied to the Master's fees. The Master shall allocate the amount each party shall deposit.

The Lawrence County District Court Administrator is ORDERED and DIRECTED to do the following:

1. File seven (7) certified copies of this Administrative Order and Rule with the Administrative Office of Pennsylvania Courts.
2. File two (2) certified copies and one diskette with the Legislative Reference Bureau for publication in the Pennsylvania Bulletin.
3. File one (1) certified copy with the Pennsylvania Procedural Rules Committee.
4. Forward one (1) copy for publication in the Lawrence County Law Journal.
5. Forward one (1) copy to the Lawrence County Law Library.

6. Keep continuously available for public inspection copies of this Administrative Order and Rule in the Office of the Prothonotary of Lawrence County.

The effective date of this Administrative Order shall be thirty (30) days after the date of publication in the Pennsylvania Bulletin.

BY THE COURT:

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\_\_\_\_\_, P.J.  
Dominick Motto  
President Judge