

Northumberland County Circuit Court
P.O. Box 217
220 Judicial Place
Heathsville, VA 22473

NOTICE

In the Circuit Court of Northumberland County, litigants may, on behalf of themselves, file petitions and other papers allowed by statute, if appropriate.

The Court has no requirements that a licensed attorney represent litigants.

Litigants choosing to proceed as their attorney (pro se) must prepare their pleadings, present them to this office and direct the Clerk of Deputy Clerk as how to proceed.

None of the personnel in this Clerk's Office are licensed attorneys and therefore cannot provide legal advice including but not limited to:

1. Where to file
2. What to file
3. When to file
4. Whom to file against
5. How to accomplish service, if required

People who choose to proceed as their own attorney are subject to the same statutory requirements and Rule of the Court as are licensed attorneys practicing before the bar.

There will be NO refunds of filing fees.

Deborah T. Bingham, Clerk

I wish to represent myself in the Circuit Court of Northumberland County. It is my responsibility to prepare all documents and direct the Clerk's Office staff as to how I wish to proceed. I understand the Court will rule on procedural matters and may not provide directions of how to remedy defects and that the Clerk's Office will not refund filing costs if my petition is denied.

Received and signed this _____ day of _____, 20____.

Pro se applicant