VIRGINIA:

IN THE CIRCUIT COURT OF FAIRFAX COUNTY

PETITION FOR PROCEEDING IN CIVIL CASE WITHOUT PAYMENT OF FEES OR COSTS
COMMONWEALTH OF VIRGINIA

Case #: CL _____-_____

_____vs_____

The undersigned Petitioner requests the Court to permit the Petitioner to sue or defend a civil case in this Court without the payment of fees or costs and to have from all officers all needful services and process. In support of the petition, Petitioner swears or states under penalty of perjury that the following information is true:

1. Petitioner is a Virginia resident *(if Petitioner is a Defendant in case before this Court and is seeking this relief, Petitioner need not be a Virginia resident)*
2. Petitioner is unable to pay fees or costs required in this action.
3. Petitioner is represented in this matter by a legal aid society, an attorney appearing as counsel *pro bono*, or an attorney assigned to petitioner or referred by a legal aid society.

   ☐ No ☐ Yes
4. The following financial information applies to the Petitioner:
   a. Receiving public assistance: ☐ No ☐ Yes (See items checked below)

☐ Medicaid ☐ Food Stamps ☐ Supplemental Security Income ☐ Temporary Assistance for Needy Families

   b. Take-home pay $_____per: □ week □ every second week □ twice a month □ month

   c. Other income, if any (specify sources and amounts):

   _____

   d. Assets: Cash on hand $_____ Bank accounts $_____

5. Other information:
   a. The number of people for whom the Petitioner provides support is: _____

   b. The number of persons residing with the Petitioner is/are: _____

   c. If applicable: Petitioner is currently In Custody at _____

_____ DATE

_____ SIGNATURE – PETITIONER

COMMONWEALTH OF VIRGINIA, CITY/COUNTY OF _____:

I, the undersigned, Notary Public in and for the aforesaid jurisdiction, do hereby certify that _____, whose name is signed to the foregoing Petition, appeared and acknowledged the same before me, under oath. Given under my hand and seal this _____ day of _____, 20_____.

_____
Notary Public

My Commission expires: _____
My Virginia Registration No: _____