

1 VIRGINIA ACTS OF ASSEMBLY — CHAPTER

2 *An Act to amend and reenact § 16.1-88.03 of the Code of Virginia, relating to district court; parties not*
3 *represented by counsel.*

4
5 Approved

[S 379]

6 **Be it enacted by the General Assembly of Virginia:**

7 **1. That § 16.1-88.03 of the Code of Virginia is amended and reenacted as follows:**

8 § 16.1-88.03. Pleadings and other papers by certain parties not represented by attorneys.

9 A. Any corporation, partnership, limited liability company, limited partnership, professional
10 corporation, professional limited liability company, registered limited liability partnership, registered
11 limited liability limited partnership or business trust, when the amount claimed in any civil action
12 pursuant to subdivision (1) or (3) of § 16.1-77 does not exceed the jurisdictional amounts authorized in
13 such subsections, exclusive of interest, may prepare, execute, file, and have served on other parties in
14 any proceeding in a general district court a warrant in debt, motion for judgment, warrant in detinue,
15 distress warrant, summons for unlawful detainer, counterclaim, crossclaim, suggestion for summons in
16 garnishment, garnishment summons, writ of possession, writ of fieri facias, interpleader and civil appeal
17 notice without the intervention of an attorney. Such papers may be signed by a corporate officer, a
18 manager of a limited liability company, a general partner of any form of partnership or a trustee of any
19 business trust, or such corporate officer, with the approval of the board of directors, or manager, general
20 partner or trustee may authorize in writing an employee, a person licensed under the provisions of
21 § 54.1-2106.1, a property manager, or a managing agent of a landlord as defined in § 55-248.4 to sign
22 such papers as the agent of the business entity. However, this section shall not apply to an action under
23 subdivision (1) or (3) of § 16.1-77 which was assigned to a corporation, partnership, limited liability
24 company, limited partnership, professional corporation, professional limited liability company, registered
25 limited liability partnership, registered limited liability limited partnership or business trust, or individual
26 solely for the purpose of enforcing an obligation owed or right inuring to another.

27 B. Nothing in this section shall allow a nonlawyer to file a bill of particulars or grounds of defense
28 or to argue motions, issue a subpoena, rule to show cause, or capias; file or interrogate at debtor
29 interrogatories; or to file, issue or argue any other paper, pleading or proceeding not set forth in
30 subsection A.

31 C. The provisions of § 8.01-271.1 shall apply to any pleading, motion or other paper filed or made
32 pursuant to this section.

33 D. Parties not represented by counsel *and who have made an appearance in the case*, shall promptly
34 notify in writing the clerk of court wherein the litigation is pending, and any adverse party, of any
35 change in the party's address necessary for accurate mailing or service of any pleadings or notices. In
36 the absence of such notification, a mailing to or service upon a party at the most recent address
37 contained in the court file of the case shall be deemed effective service or other notice.

ENROLLED

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