

NOTICE TO LEAVE PREMISES

To _____, I wish you to leave the following described premises now in your occupation, situated in the City of Zanesville, County of Muskingum and State of Ohio, and described as _____ together with the lot of land on

Property address

which said property is situated. Grounds _____

Your compliance with this notice on or before the ____ day of _____, _____ will prevent any legal measure being taken by me to obtain possession.

I am respectfully,

Landlord

Dated this _____ day of _____, _____.

YOU ARE BEING ASKED TO LEAVE THE PREMISES. IF YOU DO NOT LEAVE, AN EVICTION ACTION MAY BE INITIATED AGAINST YOU. IF YOU ARE IN DOUBT REGARDING YOUR LEGAL RIGHTS AND OBLICATIONS AS A TENANT, IT IS RECOMMENDED THAT YOU SEEK LEGAL ASSISTANCE.

MEMORANDUM

On the ____ day of _____, _____, I served the within notice on the within named

_____ by leaving a written copy thereof
Name of Tenant

Name of person or address of property notice was left with/on

**IN THE ZANESVILLE MUNICIPAL COURT
ZANESVILLE, OHIO**

(Landlord's Name)

CASE NO. _____

(Landlord's Street Address)

JUDGE _____

(Landlord's City, State, Zip)

(Landlord's Phone Number)

Plaintiff(s)

**COMPLAINT IN FORCIBLE
ENTRY AND DETAINER**

vs.

(Tenant's Name(s))

(Tenant's Street Address, Apt # etc)

(Tenant's City, State, Zip)

(Tenant's Phone Number)

Defendant(s)

FIRST CLAIM FOR RELIEF

1. Plaintiff is the owner/agent of the premises located at

(Address Tenant is to be Evicted From)

2. Defendant is a tenant at the premises described above pursuant to a lease/rental agreement.

3. Defendant is in default of the lease/rental agreement because

(Describe Default i.e. has not paid rent since (date) etc.)

4. On _____, Plaintiff served Defendant with a three/thirty day notice to leave

(date)

the premises pursuant to O.R.C. 1923.04.

- 5. Defendant has failed to vacate the premises and continues to unlawfully and forcibly detain from the Plaintiff, possession of the above described premises.

SECOND CLAIM OF RELIEF

- 6. Plaintiff re-alleges and incorporates herein all of the allegations one through five of the First Claim as if fully re-written herein.
- 7. The property has sustained damage, the extent of which it will be impossible to determine until such time as Plaintiff has possession of the property.

WHEREFORE, Plaintiff prays for judgment awarding possession of said property, for judgment against the Defendant, less the security deposit, plus damages, and for any rent which becomes due during the pendency of this action, plus the reasonable amount of costs to repair and restore the property, plus Court costs and for such other relief, both legal and equitable, as the Court so deems proper.

Respectfully Submitted,

.....|

PLAINTIFF

INSTRUCTIONS TO THE CLERK

Please issue summons and a copy of the attached Complaint for service upon the Defendant at the address shown on the face of the Complaint and make same returnable according to law.