

The Court of Common Pleas

JUVENILE DIVISION
HOLMES COUNTY, OHIO

In the Matter of:

Case No. _____
(existing Case No.)

(Child's Name)

JUDGE THOMAS C. LEE

MAGISTRATE _____

Plaintiff *(please use current case caption)*

vs

Defendant *(please use current case caption)*

MOTION TO/FOR _____
(what are you asking for)

Now comes _____, and moves the Court for
(your name)

(what are you asking the Court to do)

for the reasons that _____

_____ (please provide supporting information for your request).

Respectfully submitted, _____
(Signature of Applicant)

Printed Name: _____

Address: _____

City, State, Zip: _____

Phone No: _____

Email Address: _____

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INSTRUCTIONS: Before submitting documentation/filings to the Court, a copy of the document must be served (by hand, regular or certified mail) to all parties or their attorneys if they are represented. When submitting the original document, you must attach this completed "CERTIFICATE OF SERVICE" form.

CERTIFICATE OF SERVICE

I, _____ (name), hereby certify that a true and accurate copy of the foregoing document _____ (title of document) was served as follows to:

Name of Party: _____

Served by: ☐ Regular US Mail

Address: _____

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Name of Party: _____

Served by: ☐ Regular US Mail

Address: _____

☐ Certified Mail

☐ Hand Delivered

Date Served: _____

MOTION TO/FOR

Revised October 2025

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Phone No: _____

Email Address: _____