

## **Filing and Eviction Complaint**

1. The Cost to file is \$140.00 for one defendant and \$10.00 for each additional defendant over the age of 18. Payment must be made by cashier's check, money order or company check, made payable to **Bellevue Municipal Court**.
2. The Premises for Eviction must be located in Huron County, Sandusky County, Lyme or York Township.
3. You must have a correct address for the defendant.
4. The maximum amount allowable by law to claim on a second cause of action is \$15,000.00 **excluding** court costs.
5. To file: complete and mail the Complaint for Eviction (attached herein) with the required costs for filing. The Complaint form must be signed by the party bringing the action. A copy of the Notice to Leave Premises must be included in the Complaint.
6. Court hearings will be held approximately 30 days from the date of filing for the first cause of action. This hearing will take place on a regular scheduled court day (typically, a Thursday) at 9:30AM. You will receive notice from the Court of the date and time if the hearing.
7. The second cause of action will be scheduled at a later date, after the first cause is heard.

If you have any questions , please do not hesitate to call the court at (419) 483-5880.

You may mail all forms and attached papers to:

**Bellevue Municipal Court**  
**3000 Seneca Industrial Pkwy.**  
**Bellevue, Ohio 44811**

# EVICTION COMPLAINT

In forcible<sup>1</sup> \_\_\_\_\_ Detention with Claim for Rent  
Rev. Code. Sec. 1901.18; 1923.01; 2309.05

\_\_\_\_\_  
Name  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
City, State, Zip Code  
\_\_\_\_\_  
Plaintiff \_\_\_\_\_  
Telephone

**Bellevue Municipal Court  
Bellevue, Ohio**

No. CVG \_\_\_\_\_

Vs.  
\_\_\_\_\_  
Name  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
City, State, Zip Code  
\_\_\_\_\_  
Defendant \_\_\_\_\_  
Telephone

**IN FORCIBLE ENTRY  
DETENTION COMPLAINT**

\_\_\_\_\_, Plaintiff\_\_\_\_\_, state\_\_ that  
the Defendant \_\_\_\_\_ ha\_\_ever since the \_\_\_ day of  
\_\_\_\_\_, 20\_\_\_, and do \_\_\_ still, unlawfully and forcibly detain \_\_\_, from the  
Plaintiff\_\_ possession of the following described premises, situated in the \_\_\_\_\_ of \_\_\_\_\_  
and County of \_\_\_\_\_, State of Ohio, and known as \_\_\_\_\_

That said Defendant \_\_\_ entered upon said premises as tenant of the Plaintiff \_\_\_  
under<sup>2</sup> \_\_\_\_\_ the term of which expired at the time herein first  
mentioned:

<sup>3</sup>  
\_\_\_\_\_  
\_\_\_\_\_

and from the time first above mentioned that said defendant \_\_\_ ha\_\_ unlawfully and forcible held over  
\_\_\_ h\_\_ said term.

On the \_\_\_ day of \_\_\_\_\_, 20\_\_\_, the Plaintiff\_\_\_ duly served upon said  
Defendant\_\_\_\_\_, as required by law notice in writing to leave said premises.

**SECOND CAUSE OF ACTION:**

Plaintiff \_\_\_ for \_\_\_ h \_\_\_ second cause of action states that the defendant (is - are) indebted to said Plaintiff \_\_\_ in the sum of \$ \_\_\_\_\_, as rent for the above named premises for the period from \_\_\_\_\_, to present, \_\_\_\_\_, on a rental basis of \$ \_\_\_\_\_ per month plus any additional rent and damages, if any: <sup>4</sup> \_\_\_\_\_

Plaintiff \_\_\_ asks process, restitution and judgment for \$ \_\_\_\_\_ and costs of this action plus additional rent and damages. Dates this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Plaintiff

1. If the complaint claims Forcible Entry and Detention, here insert "Entry and" and make necessary changes to conform to the facts of the case.
2. Here insert words applicable, "an oral month-to-month tenancy, or and oral week-to-week tenancy, etc. or written lease;; if forcible entry is alleged, this paragraph should be effaced.
3. If written lease, set forth the pertinent terms of lease.
4. If with damages for breach of any condition of the tenancy, state same.

COPIES NEEDED: Original for Court; TWO for EACH Defendant; one for plaintiff, if desired.

The State of Ohio \_\_\_\_\_ County, ss.

\_\_\_\_\_ being duly sworn says that \_\_\_\_\_ he is <sup>1</sup> \_\_\_\_\_ the Plaintiff \_\_\_ in the within entitled action and that the facts stated in the foregoing Complaint are within h \_\_\_ personal knowledge and are true as \_\_\_ he \_\_\_ verily believes.

Sworn to before me and signed in my presence this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Plaintiff/Owner

\_\_\_\_\_  
Notary Public - Clerk - Deputy Clerk

<sup>1</sup> insert, if so "One of" or "Agent of", or "Attorney for"