

COURT OF COMMON PLEAS  
CLERMONT COUNTY, OHIO  
ALLEN M. FREEMAN, CLERK OF COURTS

PRAECIPE

CASE NO. \_\_\_\_\_

\_\_\_\_\_  
*Plaintiff / Petitioner*

Vs

\_\_\_\_\_  
*Defendant / Respondent*

To The Clerk of said Court:

Issue: \_\_\_\_\_

On behalf of \_\_\_\_\_  
(*Plaintiff/Defendant*)

Party to be served: \_\_\_\_\_

Address: \_\_\_\_\_

Issue by:

\_\_\_\_ Sheriff of \_\_\_\_\_ County      \_\_\_\_ Certified Mail  
\_\_\_\_ Regular US Mail with Certificate of Mailing      \_\_\_\_ Process Server  
\_\_\_\_ Regular US Mail

Returnable according to law

Attorney Signature: \_\_\_\_\_

Phone #: \_\_\_\_\_