



Summit County Court of Common Pleas
Domestic Relations Division

SERVICE INSTRUCTIONS

Instructions: Complete the following form and file with the Summit County Clerk of Courts - Domestic Relations Division, located at: 205 South High Street, 1st Floor, Akron, Ohio 44308.

Case Caption:			

Plaintiff			
	v.	Case Number	_____

Defendant			

To Clerk: You are hereby requested to make service of:

- ☐ Final Civil Protection Order
☐ Dismissal of Civil Protection Order
☐ Re-issued Civil Protection Order (Due to lack of service)

Party to be served:

Plaintiff's Home Address:

Police Department

Party _____
Address _____
Address _____
City _____ State _____ Zip _____
County: _____

Defendant's Home Address:

Attorney

Party _____
Address _____
Address _____
City _____ State _____ Zip _____
County: _____

Clerk Use Only:

_____ notices issued with _____
certified orders by:
