

NOTICE TO LEAVE PREMISES

Ohio Revised Code Section 1923.04

This notice MUST be served at least three (3) days before commencing an action.

To: _____

The purpose of this letter is to ask you to LEAVE the premises now in your possession, situated in

_____, MAHONING COUNTY, Ohio and known as: _____

_____ together with the lot of land on which these premises are located. You are being asked to leave for the following reason:

Your compliance with this on or before the _____ day of _____, 20____ will prevent any further legal measure being taken by me to gain possession.

Yours respectfully,

Landlord or Agent

Dated this _____ day of _____, 20_____

“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 OBLIGATIONS AS A TENANT, IT IS RECOMMENDED THAT YOU SEEK LEGAL ASSISTANCE.”

This is an attempt to collect a debt. Any information obtained will be used for that purpose.

MEMORANDUM

On _____ day of _____, 20____, I served the within notice on the within named:

by: (1) _____

- (1)
(a) Certified mail (return receipt requested).
(b) Handing a copy to the defendant in person.
(c) At his/her usual place of abode.
(d) Premises from which defendant is sought to be evicted.