

SYLVANIA MUNICIPAL COURT

M. SCOTT RAMEY, JUDGE

CIVIL/SMALL CLAIMS DIVISION

PRECIPE FOR ORDINARY MAIL SERVICE

PLAINTIFF

VS

CASE NO. _____

DEFENDANT

PLEASE ISSUE SERVICE BY ORDINARY MAIL WHEN THE ORIGINAL SERVICE IS RETURNED "UNCLAIMED" OR "REFUSED" PURSUANT TO RULE 4.5 OF THE OHIO RULES OF CIVIL PROCEDURE.

SIGNATURE OF PLAINTIFF OR ATTORNEY