

**ROSS COUNTY COMMON PLEAS COURT
JUVENILE DIVISION**

This Court does not accept oral complaints/motions nor respond to personal letters.

If you wish to file an action with this Court, the following options are available to you:

1. Retain counsel for the preparation of your action.
2. You can file an action on your own behalf; however, it must be in the proper format. *Effective July 1, 2013 (updated June 1, 2021), the Ohio Supreme Court has approved and created standardized forms concerning allocation of parental rights and responsibilities (custody and visitation), motions for change of child support, parenting plans, and motions for contempt* which can be found on the Ross County Juvenile Court website. <http://www.rossprobatejuvenile.com/Juvenile.htm>

Disclaimer: Please be aware that these forms do not include instructions or legal advice regarding your rights, responsibilities, and legal options. To be fully informed and get answers to your questions, you should seek the advice of an attorney.

The additional informational form below **must be** completed and submitted with the standardized forms according to Ross County Juvenile Court Local Rules and Rules of Superintendence of the Courts of Ohio:

a. Personal Identifier Disclosure (Rule 45(D) Rules of Superintendence)

According to Ross County Juvenile Court Local Rule 7.13, a deposit of \$115.00 must accompany a complaint for Paternity, Custody or Visitation. A deposit of \$100.00 must accompany a complaint for Child Support. If a home investigation is requested, the party requesting the investigation is required to arrange for the investigation and there is an **additional** deposit of \$75.00. A Request for Jury trial must be accompanied by an additional deposit of \$100.00. Any motion to re-open a case, must be accompanied by a deposit of \$100.00.

According to Ross County Juvenile Court Local Rule 11.05, if there is an outstanding balance of court costs owed by a party petitioning the Court on a post-judgment motion, these costs shall be paid in full before the case will be reopened on the motion.

For legal advice, you may contact an attorney of your choosing or:

Family and Youth Law Center at Capital University at (614) 236-7236
FYLawHelp@Law.Capital.Edu

Southern Ohio Legal Services at (740) 773-0012, (800) 686-3668 or
<http://seols.org/chillicothe/>