

**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:

1. Retain counsel, of your choosing, for the preparation of your action.
2. You may contact the Southeastern Ohio Legal Services (800) 686-3668 or (740) 773-0012 <http://seols.org/chillicothe/>
3. You can file an action on your own behalf; however, it must be in the proper format. *Effective July 1, 2013, 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.

Forms **must be** completed and submitted with the standardized forms according to the 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 any filings submitted to the Court. **If there is an outstanding balance of court costs owed by a party petitioning the Court on a post-judgment motion, these costs are to be paid in full before the case is reopened on the motion.**