

NOTICE TO LEAVE PREMISES

REVISED CODE SECTION 1923.04

To _____

I wish you to leave the following described premises now in your occupation, situated in the township of _____, County of Highland and State of Ohio, and described as

together with the lot of land on which said Apartment/House/Trailer is situated.

Grounds: _____

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

I am respectfully,

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.”**

MEMORANDUM

On the _____ day of _____, 20 _____. I served the within notice on the within named _____ by leaving a written copy thereof ¹ _____

_____.

1. “With him (or her, or them) personally,” or “at his (or her, or their) place of abode.”
(The notice should be served on this defendant personally, if he can be conveniently found.)