

IN THE CLEVELAND HEIGHTS MUNICIPAL COURT  
CUYAHOGA COUNTY, OHIO

\_\_\_\_\_  
Plaintiff  
vs.  
\_\_\_\_\_  
Defendant

Case No. \_\_\_\_\_

**UPDATE/CHANGE OF ADDRESS FORM**

Please note that as of \_\_\_\_\_ (date), \_\_\_\_\_  
(name) has changed his or her address for service of notices and documents or other contact  
information in the above-captioned action. The new address or other contact information is as  
follows:

Street: \_\_\_\_\_

City: \_\_\_\_\_

State and Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

\_\_\_\_\_  
Signature

**CERTIFICATE OF SERVICE**

A copy of the foregoing was sent to the opposing party on \_\_\_\_\_ (date) by  
\_\_\_\_\_ (method of service).

\_\_\_\_\_  
Signature