

REQUESTING TENANT TO LEAVE PREMISES (THREE- DAY NOTICE)
(IN ACCORDANCE WITH ORC 1923.04)

TO _____:
(LIST EACH TENANT WHO WILL BE AFFECTED BY THIS NOTICE)

THE PURPOSE OF THIS LETTER IS TO ASK YOU TO **LEAVE** THE PREMISES NOW IN
YOUR POSSESSION, SITUATED IN _____,
(COUNTY) (CITY/TWP)

OHIO, AND KNOWN AS _____
(FULL ADDRESS OF RENTAL PREMISES)

TOGETHER WITH THE LOT OF LAND ON WHICH THESE PREMISES ARE LOCATED.

YOU ARE BEING ASKED TO **LEAVE** FOR THE FOLLOWING REASON:
GROUNDS: _____

(STATE REASONS FOR EVICTION)

YOUR COMPLIANCE WITH THIS NOTICE WITHIN _____ DAYS AFTER ITS
(NUMBER OF DAYS)
SERVICE WILL PREVENT ANY FURTHER EVICTION ACTION AGAINST YOU.

Yours Respectfully,

(LANDLORD SIGNATURE)

(DATE OF SERVICE)

(LANDLORD ADDRESS AND PHONE)

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.

Section 1923.04 | Notice - service.

Ohio Revised Code

Title 19 Courts-Municipal-Mayor's-County

Chapter 1923 Forcible Entry and Detainer

Effective:

October 18, 2007

Latest Legislation:

House Bill 56 - 127th General Assembly

(A) Except as provided in division (B) or (C) of this section, a party desiring to commence an action under this chapter shall notify the adverse party to leave the premises, for the possession of which the action is about to be brought, three or more days before beginning the action, by certified mail, return receipt requested, or by handing a written copy of the notice to the defendant in person, or by leaving it at the defendant's usual place of abode or at the premises from which the defendant is sought to be evicted.

Every notice given under this section by a landlord to recover residential premises shall contain the following language printed or written in a conspicuous manner: "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."

(B) The service of notice pursuant to section [5313.06](#) of the Revised Code constitutes compliance with the notice requirement of division (A) of this section. The service of the notice required by division (C) of section [5321.17](#) of the Revised Code constitutes compliance with the notice requirement of division (A) of this section.

(C) If the adverse party in an action under this chapter is a deceased resident of a manufactured home park, the notice required by division (A) of this section shall be left at the premises from which the defendant is sought to be evicted and also shall be sent by ordinary mail to the following persons if their names and addresses are known to the park operator:

(1) If a probate court has granted letters testamentary or of administration for the estate of the adverse party in accordance with Title XXI of the Revised Code, the executor or administrator appointed by the probate court;

(2) The deceased resident's spouse and any other members of the deceased resident's immediate family.