**LAKEWOOD MUNICIPAL COURT**

12650 Detroit Avenue

Lakewood, Ohio 44107

Phone: (216) 529-6700

Fax: (216) 529-7687

**Email:** **lakewoodcourt@lakewoodcourtoh.gov**

## REQUEST FOR REGULAR MAIL SERVICE

If service of process by certified mail is returned by the Postal Authorities with an endorsement of “REFUSED” or “UNCLAIMED” the undersigned waives notice of same by the Clerk and requests ordinary mail in accordance with Civil Rule 4.6(C) or 4.6(D).

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PLAINTIFF

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE