

**TOLEDO MUNICIPAL COURT  
HOUSING DIVISION  
LUCAS COUNTY, OHIO  
JOSEPH J. HOWE, JUDGE**

Name \_\_\_\_\_

Phone \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

**MOTION TO SEAL EVICTION RECORD**

The defendant respectfully moves this Court for an Order pursuant to Toledo Housing Local Rule 5(N) sealing the records of the following case;

CVG- \_\_\_\_\_ - \_\_\_\_\_

1. I ask this Court to seal the eviction record because (check all that apply):

- The court dismissed or entered judgment in my favor on the claim for possession.
- The landlord dismissed the claim for possession before adjudication of that claim.
- The landlord agreed, in writing, to seal the record, and the Court has not sealed another eviction record for this reason in the last five years (a copy of that agreement is attached).
- The landlord prevailed on the merits on the claim for possession, and **all** of the following occurred:
  - i. the following extenuating circumstances led to the eviction:  
  
\_\_\_\_\_

\_\_\_\_\_ ; and

- ii. at least five years have passed since judgment was entered for the landlord; and
- iii. at least five years have passed since I have had an eviction judgment entered against me in any jurisdiction.

Other: \_\_\_\_\_

2. I have attached an affidavit attesting to the relevant facts. **I acknowledge that submitting false or misleading information about any facts in the attached affidavit, or on any other paperwork submitted to the Court, may be perjury.**

3. I have attached the following documentation to verify grounds stated above: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Signature)

**Certification**

I hereby certify that I mailed a copy of the above Motion to Seal to the plaintiff/attorney at the following address

\_\_\_\_\_

on \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
(Signature)

STATE OF OHIO

ss.

MOTION TO SEAL AFFIDAVIT

COUNTY OF LUCAS

I, \_\_\_\_\_, state the following:

I am eighteen years of age or older.

- 1. I was the tenant/defendant in this case.
- 2. I am moving this court to order the eviction record to be sealed.
- 3. I am moving this court to seal the eviction record because: (check all that apply)
  - A. The court dismissed or entered judgment in my favor on the claim for possession; or
  - B. The landlord dismissed the claim for possession before adjudication of that claim; or
  - C. The landlord agreed, in writing, to seal the record, and the Court has not sealed another eviction record for this reason in the last five years; or
  - D. The landlord prevailed on the merits on the claim for possession, and **all** of the following occurred:
    - i. Extenuating circumstances led to the eviction;
    - ii. At least five years have passed since judgment was entered for the landlord; and
    - iii. At least five years have passed since the tenant has had an adverse judgment granting an eviction in any jurisdiction.
  - E. Other: \_\_\_\_\_

4. (Only complete if requesting the record be sealed under Item 3.D, above) Here are **all** of the complete addresses at which I have lived for the past 5 years:

- 1. Address: \_\_\_\_\_
- 2. Address: \_\_\_\_\_
- 3. Address: \_\_\_\_\_
- 4. Address: \_\_\_\_\_
- 5. Address: \_\_\_\_\_

5. Additional relevant information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

SWORN TO, BEFORE ME, and subscribed in my presence this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
DEPUTY CLERK / NOTARY PUBLIC