

**INSTRUCTIONS FOR SERVICE OF NOTICE OF APPEAL  
IN THE COURT OF COMMON PLEAS, GAUGA COUNTY, OHIO  
\_\_\_\_\_ DIVISION**

**Caption**

**In Re** \_\_\_\_\_ **Trial Court No.** \_\_\_\_\_

**Or**

**Plaintiff** \_\_\_\_\_

**-vs-**

**Defendant** \_\_\_\_\_

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**Appellant Name:** \_\_\_\_\_

**PLEASE LIST ALL PARTIES AND THEIR COUNSEL WHO ARE INVOLVED IN THE APPEAL.  
THE CLERK OF COURTS WILL MAKE SERVICE BY REGULAR MAIL.**

**Pro Se Litigant List**

1. Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_
2. Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

**Attorney List**

1. Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address \_\_\_\_\_ Atty. Regis. No. \_\_\_\_\_  
Who is represented \_\_\_\_\_
2. Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address \_\_\_\_\_ Atty. Regis. No. \_\_\_\_\_  
Who is represented \_\_\_\_\_
3. Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address \_\_\_\_\_ Atty. Regis. No. \_\_\_\_\_  
Who is represented \_\_\_\_\_

Signature of Person filing Appeal

\_\_\_\_\_

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Atty Regis No. \_\_\_\_\_

[Insert additional information on following page if needed]

**Pro Se Litigant List**

- 3. Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_
- 4. Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_
- 5. Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

**Attorney List**

- 4. Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address \_\_\_\_\_ Atty. Regis. No. \_\_\_\_\_  
Who is represented \_\_\_\_\_
- 5. Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address \_\_\_\_\_ Atty. Regis. No. \_\_\_\_\_  
Who is represented \_\_\_\_\_
- 6. Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address \_\_\_\_\_ Atty. Regis. No. \_\_\_\_\_  
Who is represented \_\_\_\_\_