

**In The Court of Common Pleas  
Juvenile Division  
Butler County, Ohio**

**NOTICE OF INTENT TO RELOCATE**

**.20**

**Important! Please read the following:**

- All portions of this notice must be completed.
- Incomplete notices will **NOT BE ACCEPTED**.
- Notice must be completed for each child's cases
- There is a \$45.00 filing fee required at the time the document is submitted
- The court will send a copy of this notice to the non-residential (non-custodial) parent(s).  
**If you do not want the court to send a copy of this notice to the non-residential parent(s) you must do both of the following:**
  - file, with this notice, a copy of a court order which prohibits the forwarding of this notice to the non-residential parent, **and**
  - check the appropriate box on the notice form.
- Such notice must be filed within the following time frames:
  - If relocating within Butler County – at least thirty (30) days in advance of the move
  - If relocating outside Butler County- at least sixty (60) days in advance of the move
- If a court has not issued an order which prohibits the forwarding of this notice to the non-residential parent and you do not want this notice forwarded to the non-residential parent, you **CANNOT USE THIS NOTICE**, you must, instead, file a motion to obtain such an order before you file this notice.

In Re: \_\_\_\_\_  
(Place the NAME of the case on the line above.)

Case No: \_\_\_\_\_  
(Place the CASE NUMBER on the line above)

List the FULL NAMES, and DATES OF BIRTH of the child(ren) who are planning to relocate with you: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Information regarding the parents or custodian:**

Custodian's Name: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

This Space is for Court Use Only

Mother's Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_

Father's Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_

**Information regarding the planned relocation:**

Name(s) of the adults(s) planning to relocate: \_\_\_\_\_

Anticipated date of relocation: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

School District: \_\_\_\_\_

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

This notice was submitted by (name) \_\_\_\_\_ who hereby verifies that all of the information contained herein is true and accurate to the best of his/her knowledge and belief.

\_\_\_\_\_  
Signature

**NOTICE TO RELOCATING PARTY**

Ohio Revised Code Section 3109.051 requires the court to serve this notice upon any parent who is not the residential parent unless an order prohibiting such notice has been issued by a court. If such an order has been issued, it **MUST** be attached to this notice and you **MUST** check the appropriate box in the TO THE CLERK section of this notice.

**NOTICE TO NON-RESIDENTIAL PARENT**

Ohio Revised Code Section 3109.051 requires the court to provide you with this notice. The law does not require the court to hold a hearing regarding this notice unless you file a motion for a hearing.

**TO THE CLERK**

Please serve a copy of this notice upon any non-residential (non-custodial) parent identified herein by certified and ordinary mail and place certification of that service in the record of this case.

- A court order which prohibits the forwarding of this notice to the non-residential parent is attached. **DO NOT SEND THIS NOTICE TO THE NON-RESIDENTIAL PARENT IDENTIFIED IN THE ATTACHED ORDER.**