

HAMILTON COUNTY MUNICIPAL COURT  
CINCINNATI, OHIO

\_\_\_\_\_  
Plaintiff(s)  
vs.

ORAL HEARING REQUESTED

Motion for Default Judgment

\_\_\_\_\_  
Defendant(s)

CASE NO. \_\_\_\_\_

Plaintiff moves the court to enter a default judgment against the defendant(s) listed above in accordance with the demand for relief on the grounds that said defendant(s) has/have failed to plead or otherwise defend. Plaintiff represents that said defendant(s) was/were properly served with a summons and a copy of the complaint and that at least **31 days** have passed since service of process.

Check one of the following:

The defendant(s) has/have **not appeared** in the action. This claim is only for **liquidated** damages in the amount of \$ \_\_\_\_\_  
The clerk is requested to submit this motion to the court for immediate consideration.

The defendant(s) has/have **appeared** in the action. This claim is only for **liquidated** damages in the amount of \$ \_\_\_\_\_  
You are required to send a copy of your motion to the defendant(s) and wait 7 days. You may submit your motion to the court for consideration after the end of the seven (7) days. **(YOU MUST COMPLETE THE CERTIFICATE OF SERVICE BELOW.)**

The defendant(s) has/have **not appeared** in the action. The damages are **unliquidated**. This motion is set for hearing on the amount of damages before the Magistrate in **Rm. 236** of the Hamilton County Courthouse on \_\_\_\_\_ at **1:00 p.m.**  
(If an Oral Hearing Requested you will receive notification by postcard)

The defendant(s) has/have **appeared** in the action. The damages are **unliquidated**. This motion is set for hearing on the amount of damages before the Magistrate in **Rm. 236** of the Hamilton County Courthouse on \_\_\_\_\_ at **1:00 p.m.**  
(If an Oral Hearing Requested you will receive notification by postcard and **COMPLETE THE CERTIFICATE OF SERVICE BELOW.**)

\_\_\_\_\_  
Plaintiff/Attorney for Plaintiff's Signature  
Attorney Registration Number: \_\_\_\_\_

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

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

City, State, Zip: \_\_\_\_\_

Phone No. \_\_\_\_\_

MAGISTRATE'S DECISION

The motion for default judgment is granted. The Magistrate recommends that judgment be entered in favor of the plaintiff against the above-named defendant(s) in the sum of \$ \_\_\_\_\_ with interest amounting to \$ \_\_\_\_\_ making a total of \$ \_\_\_\_\_ and costs.

Date \_\_\_\_\_

\_\_\_\_\_  
Magistrate

DEFAULT JUDGMENT ENTRY

The motion for default judgment is granted. Judgment is rendered in favor of the plaintiff against the above-named defendant(s) in the sum of \$ \_\_\_\_\_ with interest amounting to \$ \_\_\_\_\_ making a total of \$ \_\_\_\_\_ and costs.

/\_/\_/ The Magistrate's decision is adopted (if applicable)

Date \_\_\_\_\_

\_\_\_\_\_  
Judge

CERTIFICATE OF SERVICE

I certify that a copy of the foregoing was served on defendant(s) by regular mail this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

ORDER: NOTICE MAILED TO PARTIES  
(FOR CLERK USE ONLY)

\_\_\_\_\_  
Plaintiff/Attorney for Plaintiff

ON: \_\_\_\_\_ BY: \_\_\_\_\_