



Aftab Pureval, Clerk of Courts  
Court of Common Pleas, Hamilton County, Ohio  
[www.courtclerk.org](http://www.courtclerk.org)

## ELECTRONIC (E-MAIL) NOTIFICATION FORM

To receive case scheduling notices from the Assignment Commissioner's Office via e-mail (postcards are no longer sent) for Common Pleas cases complete this form. Mail or bring or fax the form (513-946-5943). It cannot be e-filed. Case Scheduling Notices can have multiple recipient email addresses.

Also this form is used to keep that data record current in the Court's database.

Also this database record is used to send an email to attorneys that an e-filing has been done by opposing counsel on a case where this attorney is registered as an active attorney of record.

The support staff, listed on the attorney electronic notification account, will also receive these emails.

### ATTORNEY INFORMATION (Please Print Legibly)

Ohio Attorney Supreme Court Number: \_\_\_\_\_

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

Attorney e-mail Address: 1. \_\_\_\_\_ Add \_\_\_\_\_ Delete \_\_\_\_\_

2. \_\_\_\_\_ Add \_\_\_\_\_ Delete \_\_\_\_\_

3. \_\_\_\_\_ Add \_\_\_\_\_ Delete \_\_\_\_\_

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

Firm

\_\_\_\_\_  
Street Number

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

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Fax Number