

NOTICE OF INTENT TO RELOCATE INSTRUCTIONS

In the event of a relocation, the parties shall follow the requirements of Ohio R.C. 3109.051(G)(1) and Trumbull County Family Court Local Rule 36.045(D). Except as set forth by ORC 3109.051(G), the party intending to relocate shall be required to serve a copy of the Notice of Intent to Relocate upon the other party(ies).

In advance of a move, the relocating party shall file with the Clerk of Courts, and serve upon the other party(ies), a Notice of Intent to Relocate. Because the other party must be served, you are required to provide instructions to the Clerk of Courts and accurate contact information for that party including an address, a phone number, and/or any email address.

If you intend to move but do not yet have a permanent address, file the Notice of Intent to Relocate indicating the general location. Check the box that says the complete address will be supplemented at a later date and provide that information to the Court as soon as it is available

It is in the best interest of the child(ren) to discuss your relocation with the other party(ies) as soon as making a decision on relocation. **Unless you follow the proper procedures, you do NOT have the legal authority to relocate the minor child(ren).**

Before you file your Notice, please choose the option below that best suits your circumstances.

___ **Option A.** You are moving and both/all parties agree to either keep the same custody/visitation arrangement or have already agreed to a new custody/visitation arrangement that will be used after the move. An Agreed Entry stating that all prior Court Orders remain in effect or setting forth the modified terms agreed upon by the parties may be filed with the Notice of Intent to Relocate.

___ **Option B.** You are moving and you and the other party/parties have NOT agreed on a new custody/visitation agreement to use after the move, but agree to use the Court's mediation program to attempt to establish a new agreement. You may contact the Court Mediator at 330-675-7862 to initiate the mediation process. If you are able to reach an agreement through mediation, an Agreed Entry setting forth the modified terms may be submitted at a later date. If you are not successful in reaching an agreement, either party may file a motion requesting the Court to revise the parenting time schedule and schedule the matter for hearing.

___ **Option C.** You are moving and you do NOT agree with the other party on a new custody/visitation schedule and cannot establish a new custody/visitation schedule without court involvement. You must file a Notice of Intent to Relocate. Either party may file a motion requesting the Court revise the parenting time schedule and schedule the matter for hearing.

**IN THE COURT OF COMMON PLEAS
JUVENILE DEPARTMENT
TRUMBULL COUNTY, OHIO**

IN RE: _____ : **Case Number:** _____
First Child's Name :
DOB: _____ : **JUDGE:** _____
: :
: :
: :
: :
: :

Second Child's Name : **NOTICE OF INTENT TO RELOCATE**
DOB: _____ : O.R.C. §3109.051(G)(1)
: :
: :

1. I, _____, a residential parent/legal custodian in the above-captioned case, hereby give notice of my intent to relocate. The following children will be moving with me:

- a. Name: _____ DOB: _____
- b. Name: _____ DOB: _____
- c. Name: _____ DOB: _____
- d. Name: _____ DOB: _____

2. I plan to move to (*street, city, state, zip*) _____ on (*date*) _____.

3. The Clerk of Courts shall serve a copy of this Notice of Intent to Relocate upon _____, at _____,
(*name*) (*address*)
by (*circle one*): USPS Certified Mail / USPS regular mail / process server: _____/
other: _____.

Signature

Printed name

Address

City, State, Zip

Phone / Email

NOTICE TO NON-RELOCATING PARTY

YOU HAVE THE RIGHT TO REQUEST A HEARING FOR THE COURT TO DETERMINE WHETHER IT IS IN THE BEST INTEREST OF THE CHILD(REN) TO REVISE THE PARENTING TIME SCHEDULE BASED UPON THE NOTICE OF INTENT TO RELOCATE. IF YOU WANT THIS COURT TO SET THIS MATTER FOR HEARING ON PARENTING TIME ISSUES, YOU MUST FILE A MOTION TO MODIFY THE PARENTING TIME SCHEDULE.