PROBATE COURT OF CUYAHOGA COUNTY, OHIO ANTHONY J. RUSSO, PRESIDING JUDGE LAURA J. GALLAGHER, JUDGE

PUBLIC RECORDS REQUEST FORM

Cuyahoga County Probate Court is dedicated to providing the highest quality of customer service in accordance with Ohio's Public Records Act. The information contained on this form is solely intended to enhance our ability to respond to your request in a timely and reasonable manner. It is not required that your name or intended use of the requested records be disclosed.* The Probate Court is under no obligation to create records to meet public record requests but will prepare and make available those records which do comply with your request. If we cannot reasonably identify what public records you are requesting, you may revise your request and we will explain to you the manner in which the Court's records are maintained.

Name of Requester:*		Today's date:
Street Address:		City, State, ZIP:
Phone Number:		Email Address:
INFORMATION DECUESTED, Discour	ha anasitia Dasanda associato	
allow this office to identify, retrieve and Please Print.		nust be identified with sufficient clarity in order to
Type of Record Requested	Relevant Da	ate(s)
Description		
Delivery Method:	nailed (no cost) 📁 Mai	led □ Picked Up
	COURT USE ONL	Y
	COMPLETED RESPON	NSE:
Date Requester Notified	by:	ee) via: (Phone #, mail, e-mail)
	(Employe	ee) (Phone #, mail, e-mail)
Date Response Sent:		
Total Cost \$	including actual postage cost of \$	
Number of copies requested	@ \$.10 per page	Total fee \$
Copies of other materials	@	Total fee \$

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REDACTION REASON INFORMATION SHEET

Information is prohibited from release due to the following State or Federal Law:

- o Peace officer, firefighter, EMT, employee residential and familial information or photographs
 - O.R.C. §149.43(A)(1)(p); State ex rel. Plain Dealer Publishing Company v. Cleveland, 106 Ohio St.3d 70; State ex rel. Dispatch Printing Company v. Johnson, 106 Ohio St.3d 160
- Social Security Numbers
 - 5 U.S.C.A. §552a; State ex rel. Beacon Journal Publ. Co. v. City of Akron (1994), 70 Ohio St.3d 605
- o Medical Records
 - O.R.C. §149.43(A)(1)(a) and (A)(3)
- Trial Preparation Records
 - O.R.C. §149.43(A)(1)(g) and (A)(4)
- o Confidential Law Enforcement Investigatory Records
 - O.R.C. §149.43(A)(1)(h) and (A)(2)
- o Records Concerning Recreational Activities of People Under Age 18
 - O.R.C. §149.43(A)(1)(r); State ex. Rel. McCleary v. Roberts (2000), 88 Ohio St.3d 365
- Trade Secrets
 - O.R.C. §122.36; O.R.C. §1333.61(D)
- Tax Information
 - O.R.C. §5703.21(A), §5709.081(D), §5711.10, §5711.101, §5715.49, §5715.50, §5747.18(C)
- o Attorney-Client Privilege
 - O.R.C. §2317.02
- o Records pertaining to Adoption; Psychiatric Records; or, pertaining to Minor Settlements.
 - O.R.C. §149.43(A)(1)(d); O.R.C. §5122.31; O.R.C. §2111.18.
- State or Federal Privacy Requirements
 - State of Ohio Constitution; United States Constitution

RECORDS NOT AVAILABLE REASONS

- o Record has never been maintained by the Cuyahoga County Probate Court.
- Record is no longer maintained or has been disposed of or transferred pursuant duly enacted record retention policies (Superintendence Rule 26).
- Record(s) contained non-releasable material that has been visibly redacted in accordance with State or Federal Law.

0	Other:	
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