

**GENERAL INSTRUCTIONS  
INFORMATION FOR CUSTODIAL PARENT WISHING TO RELOCATE**

If you wish to move from the address stated in your custody papers or the address which you had when you were last in court, O.R.C. §3109.051(G) requires that you must give notice of your intent to relocate to the non-custodial parent, the court which issued the order, and the Child Support Enforcement Agency prior to your relocation. A form for that purpose is enclosed. You must file the original with the court that issued your divorce and/or your custody order and send copies to the non-custodial parent and the CSEA. If you plan to relocate within the same county as the court that issued your custody order, you must file/serve this notice within thirty (30) days of your intent to relocate. If you plan to relocate outside the county that issued your custody order, you must file/serve this notice within sixty (60) days of your intent to relocate. You should keep a copy of the Notice for yourself after you file it as your proof that you did file the Notice with the court.

You must have a good reason to move if there will be a change in visitation access. Changing jobs or moving to help an ill family member may be good enough reasons; moving to disrupt visitation is not. It may be a good idea to talk to the non-custodial parent to see whether he/she agrees to your move. If the move is okay with him/her, you should indicate that on the enclosed form. If not, you may have to have a hearing.

On receipt of the notice, the court, on its own motion or on the motion of the non-custodial parent, may schedule a hearing with notice to both parents to decide whether the best interest of the child(ren) has changed due to the change in residence. If old enough, the court may interview the child(ren) to determine his/her feelings about the move.

The court or the non-custodial parent may oppose your relocating. If there is a fight, the court will schedule a hearing about your moving. The court will determine if it is in the child(ren)'s best interests. If the non-custodial parent should fight for custody, call us back immediately. Remember that Ohio retains jurisdiction of divorce matters and a new court will not be able to determine custody.

**IN THE COURT OF COMMON PLEAS**  
**\_\_\_\_\_ COUNTY, OHIO**

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Address**

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

**Plaintiff**

vs.

**Case No.** \_\_\_\_\_

**JUDGE** \_\_\_\_\_

**NOTICE OF INTENT TO RELOCATE**

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Address**

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

**Defendant**

The Plaintiff/Defendant (circle one) in this case hereby gives notice of his/her intent to relocate with the following child(ren) effective \_\_\_\_\_ (date).

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

The Plaintiff/Defendant's (circle one) current address is: \_\_\_\_\_

\_\_\_\_\_  
The Plaintiff/Defendant's (circle one) intended new address is: \_\_\_\_\_

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A brief statement of the reason for the proposed relocation of the child(ren) is as follows:

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Respectfully submitted,

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(Your Signature)

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Print Name

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Address

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City, State, Zip

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Telephone

**INSTRUCTIONS TO THE CLERK:** SERVE THE DEFENDANT/PLAINTIFF WITH A COPY OF THIS NOTICE AT THE ADDRESS LISTED IN THE CAPTION BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED.