

**PORTAGE COUNTY COMMON PLEAS COURT
LINDA K FANKHAUSER CLERK
203 WEST MAIN STREET
RAVENNA OH 44266-1035
PHONE NUMBER (330) 297-3644
FAX NUMBER (330) 297-4554
WWW.CO.PORTAGE.OH.US**

**WHEN FILING A NEW CASE IN COMMON PLEAS COURT,
IT HAS TO BE DESIGNATED AS ONE OF THE FOLLOWING:**

CIVIL DESIGNATIONS

- A. PROFESSIONAL TORT
- B. PRODUCT LIABILITY
- C. OTHER TORT
- D. WORKERS COMPENSATION
- E. FORECLOSURE
- F. ADMINISTRATIVE APPEAL
- H. OTHER CIVIL

DOMESTIC DESIGNATIONS

- A. DIVORCE/WITH CHILDREN
- B. DIVORCE/WITHOUT CHILDREN
- C. DISSOLUTION WITH CHILDREN
- D. DISSOLUTION WITHOUT CHILDREN
- E. CHANGE OF CUSTODY
- F. VISITATION ENFORCEMENT OR MODIFICATION
- G. SUPPORT ENFORCEMENT OR MODIFICATION
- H. DOMESTIC VIOLENCE
- I. URESA

**PLEASE CHECK IF THIS CASE IS: VIOLATION OF OHIO MORTGAGE BROKER ACT
OHIO REVISED CODE 1345.09(E)**

THE CASE DESIGNATION SHOULD APPEAR DIRECTLY ON THE FRONT OF THE COMPLAINT.
THE CASE **CANNOT** BE FILED IF THE CASE DESIGNATION IS NOT ON THE COMPLAINT. YOU
DO NOT HAVE TO DO A SEPARATE DESIGNATION SHEET.

IT IS NOT NECESSARY TO FILE THE COMPUTER INFORMATION SHEET ON ANY FILINGS.