

**MENTOR MUNICIPAL COURT
8500 CIVIC CENTER BLVD
MENTOR, OH 44060
(440) 974-5745**

**HOURS: Monday, Tuesday Thursday, Friday 8:00 A.M. – 4:00 P.M.
Wednesday 8:00 A.M. – 6:00 P.M.**

When filing a Forcible Entry Complaint, there is a filing fee of \$150.00 for a one cause action and \$175.00 for a two-cause action. This fee includes up to three Defendants. It is \$10.00 for each additional Defendant. The Court will only accept payment by mail with a certified bank check or a money order. If filing in person, cash or credit card is also acceptable.

It is preferred that the Forcible Entry form be typed however a handwritten form will be accepted if legible.

In order to file a Forcible Complaint in the Mentor Municipal Court you will need to provide **one original** complaint form, **two copies** of the complaint form **for each Defendant**, **one copy** of the **three-day notice** to vacate, and the filing fee.

Forcible Entry Hearings are held on Tuesdays and Fridays at 8:00 A.M. The hearing is set approximately twenty (20) days from the date you file.

Following a Forcible Entry Hearing a form for Writ of Restitution to the Bailiff to enforce restitution and a move-out of the premise may be filed with a \$100.00 filing fee.

Any further questions consult with the Ohio Revised Code or your own private attorney.