

IN THE COURT OF COMMON PLEAS  
JUVENILE DIVISION  
PORTAGE COUNTY, OHIO

IN RE: \_\_\_\_\_  
\_\_\_\_\_

CASE NO. \_\_\_\_\_

JUDGE PATRICIA J. SMITH

**INSTRUCTIONS FOR SERVICE BY NEWSPAPER PUBLICATION**

\_\_\_\_\_ having filed an Affidavit for Service by  
Publication for Notice of Hearing for Temporary Custody, The Portage  
County Juvenile Clerk of Courts instructs  
\_\_\_\_\_ to:

- (1) promptly arrange for The Record-Courier to publish, according to law, the Notice attached to the Affidavit for Service by Publication filed with this Court;
- (2) instruct The Record-Courier that one publication of the Notice is required and that the publication date must be not later than the \_\_\_ day of \_\_\_\_\_, 20\_\_\_, (which is at least seven days before the hearing date – Juv.R. 16(A));
- (3) instruct The Record-Courier to prepare and file with this Court an affidavit, according to law, thus notifying the Court that the required publication of notice is completed; and
- (4) pay The Record-Courier for all related costs and fees.

The Record-Courier is located at 1050 W. Main St., Kent, Ohio 44240, and the telephone is (330)-296-8414.

Date: \_\_\_\_\_

\_\_\_\_\_  
Deputy Clerk