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LIMA MUNICIPAL COURT  
FAX NUMBERS:  
TRAFFIC/CRIMINAL (419) 998-5526  
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**SENDING PARTY INFORMATION:**

NAME: \_\_\_\_\_

SUPREME COURT REGISTRATION NO. (If applicable): \_\_\_\_\_

OFFICE /FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_ FAX NO. \_\_\_\_\_

E-MAIL ADDRESS (if available) \_\_\_\_\_

**CASE INFORMATION:**

CAPTION OF THE CASE: \_\_\_\_\_

CASE NUMBER\*: \_\_\_\_\_ JUDGE\*: \_\_\_\_\_

TITLE OF THE DOCUMENT: \_\_\_\_\_

\_\_\_\_\_  
COURT DATE (if applicable): \_\_\_\_\_

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**SPECIAL INSTRUCTIONS:**