

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

	:	Case No.
Plaintiff-Appellee,	:	<u><b>STATEMENT, PRAECIPE, AND NOTICE TO COURT REPORTER</b></u>
v.	:	
	:	
Defendant-Appellant.	:	

**TO THE APPELLEE:**

Defendant, \_\_\_\_\_, hereby states that he intends to include in the record a complete transcript of the trial proceedings, including opening statements, evidence, and final arguments.

**TO THE CLERK:**

Immediately prepare and assemble the original papers and exhibits filed in the trial court and a certified copy of the docket and journal entries. As a complete transcript of proceedings will be included by the defendant as part of the record to support the assignment of error, do not transmit these documents to the clerk of the Court of Appeals of this county for filing in the Court until the complete transcript of proceedings has been delivered to you by the undersigned. At that time you will transmit the documents prepared and assembled by you and the complete transcript of proceedings delivered to you by the undersigned to the clerk of the Court of Appeals for filing as the record on appeal. In the event that the undersigned does not furnish you with the complete transcript of proceedings within 40 days after the filing of the notice of appeal, or within any proper extension of time for transmission of the record, as prescribed by the Ohio Rules of Appellate Procedure or the local rules of court for the

Court of Appeals, then upon such 40th day or upon the last day of any proper extension of time for transmission of the record, you shall transmit the documents prepared and assembled by you to the clerk of the Court of Appeals, without such transcripts or proceedings, for filing as the record on appeal.

**TO THE COURT REPORTER:**

Please prepare a transcript of the proceedings that were heard on \_\_\_\_\_, by Judge \_\_\_\_\_ in this case. Notify the undersigned when completed.

Respectfully submitted,

\_\_\_\_\_  
Name

**CERTIFICATE OF SERVICE**

I, \_\_\_\_\_, certify that this Statement, Praecipe, and Notice to Court Reporter, was sent by ordinary United States mail to \_\_\_\_\_, counsel for \_\_\_\_\_, at \_\_\_\_\_, on \_\_\_\_\_.

\_\_\_\_\_  
Name