

COURT OF COMMON PLEAS, WOOD COUNTY OHIO  
COURT COSTS REQUEST

To: Wood County Clerk of Courts Legal Office  
Attn: Bookkeeping Department  
Phone number: 419-354-9280  
Fax Number: 419-354-9241  
e-mail: [clerkofcourts@co.wood.oh.us](mailto:clerkofcourts@co.wood.oh.us)

**Please provide our office with the following information that is necessary so that we may accurately calculate the costs due in said entitled case:**

Case No: \_\_\_\_\_

Case Caption: \_\_\_\_\_

Number of pages expected for the Confirmation Entry: \_\_\_\_\_

Number of Mortgages of Liens to be released as to the property in the Wood County Recorder's Office:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Provide Vol. & Pg. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Number of Judgment Liens to be released as to the property in the Wood County Clerk of Courts Office  
(**PROVIDE CASE NUMBERS**):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of Sales Tax Judgment Liens to be released as to the property in the Wood County Clerk of  
Courts Office (**PROVIDE CASE NUMBERS**):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PLEASE NOTE: If you intend to recover the title search costs from this sale, that cost is a separate line item from the costs our office quotes to you. Also, the \$125.00 sheriff's deed fee that is assessed must be another separate line item in the entry.**

Please complete and return this form via fax to our office at your earliest convenience.  
As always, my office will strive to serve you promptly, courteously, and efficiently.