

ROCKY RIVER MUNICIPAL COURT
RENT ESCROW INFORMATION

1. If a tenant wants to deposit rent with the court he/she must live in the court's jurisdiction (Bay Village, Fairview Park, North Olmsted, Rocky River, or Westlake).
2. The landlord must own more than four dwellings (this does not usually cover homes or condominiums).
3. There must be something physically wrong with the premises such as water, heat, plumbing, stove, refrigerator, etc. Rent Escrow is not to remedy decorating problems or bad neighbors.
4. Before a tenant can deposit their rent with the court, they must send a thirty (30) day letter to the landlord explaining the problems and state that if they are not repaired within thirty (30) days, rent will be deposited with the Clerk of Court. They must keep a copy of the thirty (30) day letter and file it with their Application to Deposit Rent with the court.
5. If the problem is serious (such as no heat), the thirty (30) day letter can be waived. A letter must still be written and a copy of the letter filed with the court.
6. THE TENANT IS TO PAY A FILING FEE OF 1% OF THE TOTAL AMOUNT DEPOSITED AT THE TIME OF FILING.
7. Rent must be deposited with the court when the normal rent payment is due.
8. The tenant must fill out the "Application by Tenant to Deposit Rent with the Clerk" as well as the "Rent Deposit Information Form" and file them with the Clerk. A file-stamped copy will be given to you at the time of filing.
9. Rent deposit is made payable to the Rocky River Municipal Court and must be either cash, money order or bank check.
10. A letter to the landlord will be sent with a copy of the Thirty (30) day Notice.
11. No person shall be evicted unless his right to possession has ended and no person shall be evicted in retaliation for the exercise of his lawful rights. If you are depositing rent with the Clerk of this court, you shall continue to deposit such rent until the time of the court hearing. The failure to continue to deposit such rent may result in your eviction. (Ohio Rules of Civil Procedure §1923.06b).
12. When conditions are corrected, tenant should fill out and sign "Application for Release of Rent Escrow" which is included herein.
13. If the landlord files an "Application for Release of Rent", the filing will then be set up as a Civil Case File (case type CVG) and sent to a judge for a hearing.