

**COURT OF COMMON PLEAS  
DIVISION OF DOMESTIC RELATIONS  
HAMILTON COUNTY, OHIO**

\_\_\_\_\_  
Plaintiff

Enter: \_\_\_\_\_

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

Case No. \_\_\_\_\_

-vs-

File No. \_\_\_\_\_

\_\_\_\_\_  
Defendant

CSEA No. \_\_\_\_\_

Judge \_\_\_\_\_

**ENTRY ORDERING INVESTIGATION / MEDIATION**

It appearing that the parents in the above captioned case are unable to agree upon the allocation of parental rights and responsibilities for their child(ren), the Court, deeming appropriate an investigation pursuant to O.R.C.3109.04(C) or mediation pursuant to O.R.C. 3109.052 to determine the circumstances in the case, does hereby order the following upon payment of the appropriate costs and presentation of this entry:  Father or  Mother or  Both, 1/2 Each (circle one) shall advance the sum of  \$350.00 for a full investigation;  \$100.00 for a modified investigation;  \$50.00 for a parenting time, shared parenting or relocation investigation; or  \$150.00 for post-decree mediation.  Fee waived due to indigence.

**Status of Mediation:** (Check one)  Waived  Unsuccessful  Not required

**The investigation or mediation shall be initiated by making payment no later than**

\_\_\_\_\_  
(Date)

**If the responsible party fails to pay the investigation fee without seeking leave of court to extend the date for payment, it will be presumed that the party not paying is waiving their right to contest the allocation of parental rights and responsibilities.**

To initiate the investigation or mediation process:

- 1) The parties or their attorneys must deposit the appropriate fee (see above) with the Clerk of Courts in Room 3-47 at 800 Broadway.
- 2) The parties or their attorneys must then present proof of required payment to the Department of Parenting Services in Room 2-68.

Parties will receive letters as to their first appointment. Questions regarding this process may be directed to the Department of Parenting Services at 946-9079.

\_\_\_\_\_  
Judge/Magistrate

\_\_\_\_\_  
Attorney for Plaintiff/Petitioner

\_\_\_\_\_  
Attorney for Defendant/Petitioner