



# CLEVELAND MUNICIPAL COURT

## HOUSING DIVISION

### JUDGE RONALD J. H. O'LEARY

## Assistance provided by the Court's Housing Specialists

The Housing Court is pleased to offer you the assistance of the Housing Specialists. Housing Specialists are court employees with expertise in and knowledge about housing renovation, inspections, rentals and management. They can offer you information and assistance in Housing Court cases.

**Housing Specialists are NOT attorneys and CANNOT offer you legal advice or representation.**

Housing Specialists CAN, however, provide landlords, tenants, and property owners with information about the law and about court procedures, including information about:

- Eviction Process
- Ohio Landlord Tenant Act
- Cleveland Codified Ordinances
- Mediation Services
- Utility Shut-Offs
- Restraining Orders
- Rent Deposit
- Motion to Compel Repairs
- Applications for Release of Rent
- Code Violation Cases
- Move Out Procedures
- Lock Outs

Housing Specialists may provide you with blank forms for your use, or may direct you to places where forms can be purchased. Housing Specialists cannot complete the forms or file them for you.

Housing Specialists are available to see people on a walk-in basis from 8:00 a.m. until 4:00 p.m., Monday through Friday, on the 13th floor of the Justice Center. If you are interested in speaking with a Specialist, please sign in with the Housing Court receptionist on the 13th floor. Please note that the Civil Division of the Clerk of Court is not able to accept filings after 4:15 p.m. If you would like to file a document with the Clerk, and want to speak with a Specialist before doing so, please arrive at the Clinic before 3:30 p.m.

Specialists can also provide information by telephone. The specialists receive many telephone calls each day; please allow 24 hours for the specialist to return your call. If your problem is an emergency, it is best to speak to a specialist in person.

Please call the reception desk at (216) 664-4295 to be connected with an available Housing Specialist.

### **HOUSING COURT SPECIALISTS**

Reception Desk—664-4295

- Robert Fuchs—664-6929
- Kathy Rosner—664-4929
- Willie Hines—664-4938
- Mary Elliott—664-3265
- Peter Hotchkiss—664-4959
- Shannon Dorvinen—664-6268
- Alia Almashni—664-6143
- Geoffrey Englebrecht—664-4906
- Erika Jefferson(Mediator)—664-3440
- Michelle Smith—664-4050
- Debra Zeleny-Kukla (CCO)—857-7595

Chief Housing Specialist Jerome Krakowski 664- 4776

Deputy Chief Housing Specialist Etoi Shaquila Young 664-3120