

# Jeffrey D. Mackey, Judge

## Franklin County Probate Court

373 SOUTH HIGH STREET, 22ND FLOOR, COLUMBUS, OHIO 43215-6311

Probate.franklincountyohio.gov

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<\_CurrDate\_>

<\_casename\_>

ATTORNEY AT LAW

<\_caseaddressline1\_>

<\_caseaddressline2\_>

<\_caseaddresscity, state, zip\_>

RE: <\_style\_>

Case Number: <\_CaseNbr\_>

Dear Counselor:

Our docket in the above referenced case reflects that a Report of Distribution has not yet been filed.

Please e-File the Report of Distribution with this Court on or before <\_targetdate\_> to avoid a citation being issued to you and the application requiring you and the applicant to appear before this Court pursuant to Ohio R.C. 2101.23.

The Report of Distribution form is available at the Records Department and is also available through the Court's website at <http://probate.franklincountyohio.gov/forms/>.

Your timely attention to this matter appreciated.

Very truly yours,

Jeffrey D. Mackey  
Probate Judge