MEDINA COUNTY SHERIFF'S OFFICE

555 Independence Drive
Medina, OH 44256
330-725-0028

TERRY GRICE, SHERIFF

Medina County Property Description Approval Form

Court Case No. _____

Property Address (if any):_____

Parcel Number (s): _____

_____

Plaintiff: _____

Defendant: _____

_____

Attorney & I.D. #: _____

Contact Person: _____

Contact Phone: _____

The attached legal description has been reviewed by the County Tax Map Dept. The property address if any, and parcel number(s) must be listed under the legal description (no exception). **Make Sure Faxed or Copied Descriptions are Legible.**

This document along with the "stamped approved" legal description **must** be attached to the Precipe for Order of Sale when filed with the Medina County Clerk of Court.

Hand lettered documents may be rejected if the document is not legible or will not reproduce to department standards. Machine printed or drafted documents are preferred.

***** Internal Use Only*****

Disapproved for the following reason(s):

_____ Legal desription is not sufficient for transfer
_____ Parcel number does not match legal description
_____ Legal Name does not match present owner
_____ Property address (if any) does not match address in Tax Maps.
_____ Other: _____

The document information must be corrected and resubmitted for approval