

**IN THE COURT OF APPEALS
EIGHTH APPELLATE DISTRICT OF OHIO
CUYAHOGA COUNTY, OHIO**

Plaintiff _____ APPEAL NO. _____
_____ TRIAL NO. _____
vs. **MOTION TO EXTEND TIME**
Defendant _____

Now comes the _____ and requests an extension of time
to file his/her _____ until _____ because

(Signature)

(Address)

(Phone Number **and** Email)

CERTIFICATE OF SERVICE

I certify that a copy of this motion to extend time was served upon
_____ on ____ / ____ / 20 ____ in
the following manner: _____.

(Signature)

Commented [JD1]: The case caption should appear how it appears on other filings in the trial court. The full name of the plaintiff or State of Ohio in a criminal case. If there are more than one plaintiff, the name should be followed by "et al."

Commented [JD2]: The Court of Appeals case number can be found on notices issued by the court of appeals, or other paperwork received after the filing of the appeal.

Commented [JD3]: The lower court case number is found on paperwork you have received from the trial court. It should be listed on any entry issued by the trial court.

Commented [JD4]: The case caption should be the same as the filings from the trial court. The full name of the defendant followed by "et al." if there are more than one defendant. In some cases, such as cases from a juvenile or probate court, there may be no party listed in this section of the case caption. If that is the case, leave this line blank.

Commented [JD5]: The name or designation of the person filing the document should be typed or written here, such as Appellant, appellee, or name of the person or business seeking the extension of time.

Commented [JD6]: Please list the document or item for which you are seeking to extend the due date. Possible responses include brief, record, transcript, or reply brief.

Commented [JD7]: State the date that you wish to be able to file the document. Generally, extensions of time to file a brief are limited to 20 days. You may ask for more time, but without an adequate explanation for why the additional time beyond that is necessary, the court may limit your extension to 20 days.

Commented [JD8]: Explain why you need the extension of time. Be specific and include as much information as possible about the reasons for the extension. If the lines provided are insufficient, you may attach additional pages or a memorandum in support.

Commented [JD9]: Sign the document here and provide the information requested in the lines below. You may print the document out and physically sign it or you may sign and file the motion electronically with a signature in the format required by Loc.App.R. 13.1(E): "/s/ [name]." Please consult this rule for further requirements for electronically signed documents.

Commented [JD10]: A certificate of service is required for almost all filings in this court. List the parties served with the filing in the first blank line. Next, fill in the date that you served a copy of the filing on the parties. Finally, you must include the method that the document was served. See Ohio Appellate Rule 13 for more information. You may be able to rely on this court's electronic transmission facilities when documents are electronically filed. Please see Eighth District Local Appellate Rule 13.1(C).

Commented [JD11]: Sign the document here to indicate you have served the document as stated in the certificate of service. You may print the document out and sign it or you may sign and file the motion electronically with a signature in the format in Loc.App.R. 13.1(E). Consult this rule for further requirements.