

Instructions for Motion to Stay Confirmation of Sheriff's Sale:

This form may be used by someone seeking time after sheriff's sale and before confirmation to redeem the property or to otherwise resolve the case.

1. Fill in the blanks at the top of the Motion with information from your case. This information may be found by searching with the case number or the property address on the Court's docket located at <http://cpdocket.cp.cuyahogacounty.us>.
2. Fill in your name wherever "Movant" appears.
3. Provide your specific reasons for asking for a stay.
4. Sign the Motion and include your contact information.
5. Complete and sign a Certificate of Service for the Motion. See the form titled "Certificate of Service" for more information. The addresses of the parties and/or their attorneys may be found by searching with the case number on the Court's docket located at <http://cpdocket.cp.cuyahogacounty.us>. Attach the completed Certificate of Service to your Motion.
6. Mail a copy of your Motion to the parties listed in the Certificate of Service.
7. File your motion with the Cuyahoga County Clerk of Courts.
8. **If you fail to do any of the above, your Motion will likely be denied.**
9. Under Civ.R. 6(C), the other parties in the case have at least 14 days to respond to your Motion. Do not expect a ruling until after these 14 days have passed. Do not expect a ruling until after these ten days have passed. Check the Court's docket located at <http://cpdocket.cp.cuyahogacounty.us> for a ruling on your Motion.

**COURT OF COMMON PLEAS
GENERAL DIVISION
CUYAHOGA COUNTY, OHIO**

Plaintiff

CASE NO. _____

vs.

JUDGE _____

Defendant

**MOTION TO STAY
CONFIRMATION**

Now comes _____ who moves this Court for a _____ day
[Movant] [Length of stay sought]
stay of confirmation of sheriff's sale. A stay is necessary because [state specific reasons for
seeking stay] _____

Respectfully submitted,

[Signature of Movant]

[Printed name of Movant]

[Address, phone number and email address of Movant]

Certificate of Service

A copy of the foregoing Motion to Stay Confirmation of Sheriff's Sale has been sent by regular U.S. Mail to the following parties or their counsel of record:

[Please list all parties in the case or their attorneys and their addresses]

[Signature of Movant]

[Printed name of Movant]

[Date]