

Lucas County Juvenile Clerk's Office

1801 Spielbusch Avenue, Toledo, OH 43604

(419) 213-6744

www.co.lucas.oh.us/juvenile

Hours: Monday - Friday

8:30 am to 4:30 pm

(excluding Federal legal holidays)

FREE CLINIC

The Toledo Bar Association Pro Bono Program hosts a Free Clinic at Lucas County Juvenile Court on the **1st & 3rd Thursday** of every month (excluding Federal legal holidays). The Clinic starts at **11:00 am**. No Appointment is required.

Report to the 1st Floor Information Desk at Juvenile Court to sign in.

The Free Clinic is operated on a first come, first served basis.

Toledo Bar Association Volunteers (local attorneys) will assist you with filling out any required court paperwork.

All Lucas County Juvenile Court forms can be found online at

<https://www.co.lucas.oh.us/1831/Forms-Filing-Various-Filing-Instructions>.

Completed forms can be submitted by email at LCJCFilings@co.lucas.oh.us

DO NOT SIGN YOUR PAPERWORK BEFORE PRESENTING IT TO THE JUVENILE CLERK'S OFFICE

Document(s) Needed:

- ☐ **CSEA Administrative Order of Child Support (Paternity)** - Available from LCCSEA, 3737 W. Sylvania Avenue, Toledo, Ohio 43623, Hours: Monday - Friday, 8:30 am to 4:30 pm (Documents must be obtained from CSEA, or printed from a CSEA online account within the last 30 days)
- ☐ **Paternity Affidavit** filed with the Ohio Paternity Registry (1-888-810-6446)
- ☐ **Prior Court Order** establishing paternity.
- ☐ **Account Summary (Arrearage Statement)** - Available from LCCSEA, 3737 W. Sylvania Avenue, Toledo, Ohio 43623, Hours: Monday - Friday, 8:30 am to 4:30 pm (Documents must be obtained from CSEA, or printed from a CSEA online account within the last 30 days)