

# THE TWO CLERKS OF COURT OF FRANKLIN COUNTY



**JOHN O'GRADY**

**THE FRANKLIN COUNTY  
CLERK OF THE COURT  
OF COMMON PLEAS**

373 S. High Street, 23rd FL  
Columbus, OH 43215  
(614) 462-3600  
[www.franklincountyclerk.com](http://www.franklincountyclerk.com)

The Franklin County Clerk of the Court of Common Pleas serves as the record-keeper and support system for the Franklin County Court of Common Pleas, General Division and the Division of Domestic Relations and Juvenile Branch, as well as the 10th District Court of Appeals.



**LORI TYACK**

**THE FRANKLIN COUNTY  
MUNICIPAL  
CLERK OF COURT**



375 S. High Street, 4th FL  
Columbus, OH 43215  
(614) 645-7657  
[www.fcmclerk.com](http://www.fcmclerk.com)

The Franklin County Municipal Clerk of Court serves as the record-keeper and support system for the Franklin County Municipal Court.



## CLERK OF COURT'S RESPONSIBILITIES

The duties of both the Clerk of Common Pleas Court and the Municipal Court Clerk include filing, docketing, indexing, and preserving all court pleadings.

The Clerk of Courts must also follow the procedures required by law and issue writs to carry out court orders. Some of these writs include summons, subpoenas, warrants to arrest and to convey to penal institutions.

In addition to processing all court documents, the Clerk of Courts must preserve all of these records for use by future generations.

The Clerk of Courts is responsible for collecting all revenue relating to court costs, bonds, fines, and forfeitures. The Clerk is also responsible for receiving and disbursing funds to various accounts of the city of Columbus, Franklin County and the State of Ohio.

## **The Franklin County Clerk of the Court of Common Pleas**

Maintains the public record and receives and disburses payment for:

- Criminal Felonies
- Civil lawsuits (damages \$15,000 and over)
- Divorces and dissolutions
- Juvenile cases
- Juvenile Traffic Violations
- Court of Appeals Cases
- Automobile and watercraft titles

## **The Franklin County Municipal Clerk of Court**

Maintains the public record and receives and disburses payment for:

- Criminal Misdemeanors
- Civil Lawsuits (damages under \$15,000)
- Small Claims Suits  
(damages under \$3,000)
- Adult Traffic Violations
- Rent Escrow
- Environmental Hearings
- Preliminary Felony Hearings

### **Clerk of the Court of Common Pleas Locations and Contact Numbers**

**ADMINISTRATION**  
375 S. High Street, 23rd Floor  
(614) 462-3600

**CIVIL SECTION**  
369 S. High Street, 3rd Floor  
(614) 462-3621

**CRIMINAL SECTION**  
369 S. High Street, 3rd Floor  
(614) 462-3650

**DOMESTIC RELATIONS  
SECTION (Divorce)**  
373 S. High Street, 4th Floor  
(614) 462-4410

**JUVENILE SECTION**  
373 S. High Street, 4th Floor  
(614) 462-4411

**APPEALS SECTION**  
373 S. High Street, 23rd Floor  
(614) 462-3624

**RECORDS ROOM**  
369 S. High Street, 3rd Floor  
(614) 462-3625  
(Civil and Criminal cases)



**Clerk  
John O'Grady**

**Clerk  
Lori Tyack**

**AUTO TITLE  
CUSTOMER SERVICE  
HELP LINE  
(614) 462-3090**

### **Municipal Clerk of Court Locations and Contact Numbers**

**CRIMINAL/TRAFFIC  
DIVISION**  
375 S. High Street, 2<sup>nd</sup> Floor  
(614) 645-8186

**CIVIL DIVISION**  
375 S. High Street, 3<sup>rd</sup> Floor  
(614) 645-7220

**CASHIERS (pay fines, fees, and  
court costs)**  
375 S. High Street, 1<sup>st</sup> Floor

**ADMINISTRATION**  
375 S. High Street, 4<sup>th</sup> Floor  
(614) 645-7657