

**WILLOUGHBY MUNICIPAL COURT**  
**4000 Erie Street**  
**WILLOUGHBY, OHIO 44094**  
**(440) 953-4150**

**Marisa L. Cornachio**  
**Judge**

**Christopher J. Simon**  
**Clerk of Court**

**GENERAL MOTION FORM**

**Dear Judge Cornachio:**

**I wish the Court to consider the following:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip Code:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Last 4 digits of SSN:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Case No.** \_\_\_\_\_

**Email:** \_\_\_\_\_

**CERTIFICATE OF SERVICE**

I Hereby certify that a complete and accurate copy of the foregoing has been sent to

\_\_\_\_\_ Prosecutor for the City of \_\_\_\_\_ via \_\_\_\_\_  
(Name of Prosecutor) (City) (Fax /Email / Mail / Hand-Delivery)

at \_\_\_\_\_, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.  
(Fax Number / Email Address / Mailing address)

\_\_\_\_\_  
Defendant's Signature