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AKRON MUNICIPAL COURT
217 SOUTH HIGH STREET
AKRON, OHIO 44308

**SERVING THESE
COMMUNITIES:**

City of Akron
City of Fairlawn
Lakemore Village
Mogadore Village
Richfield Village
Bath Township
Richfield Township
Springfield Township

Requirements for escrowing rent in the Akron Municipal Court:

1. You must live within the City of Akron's jurisdiction
2. Rent must be up to date
3. You have not receive any notices to move from the landlord

Procedure to follow to escrow rent:

1. After paying rent for the month, write the landlord a letter listing all repairs and tell him/her you're giving him/her 30 days to make the repairs or you will escrow your rent with the Akron Municipal Court. Make sure the letter is dated and signed.
2. Make a copy of the letter for your records.
3. Send original letter to the landlord by **certificate of mailing**.
4. If repairs are not made; bring your copy of the letter, your certificate of mailing stub, and your rent money to the court on the day your rent is due. Cash or money order made out to the Akron Municipal Court will be accepted for rent. If we are closed that day, bring it the first business day before or after.

Ex: Rent is due on the 1st and the 1st is on a Saturday. You may bring your rent in on Friday the 30th or Monday the 3rd.

Should you have any other questions, you may call the Civil Accounts Division at the Akron Municipal Court at 330-375-2923 ext. 5.