



# CLEVELAND MUNICIPAL COURT HOUSING DIVISION JUDGE W. MONÁ SCOTT

## Assistance provided by the Court’s Housing Specialists

The Housing Court is pleased to offer you the assistance of the Housing Specialists. Housing Specialists are court employees with expertise in and knowledge about housing renovation, inspections, rentals and management. They can offer you information and assistance in Housing Court cases.

**Housing Specialists are NOT attorneys and CANNOT offer you legal advice or representation.**

Housing Specialists CAN, however, provide landlords, tenants, and property owners with information about the law and about court procedures, including information about:

- Eviction Process
- Ohio Landlord Tenant Act
- Cleveland Codified Ordinances
- Mediation Services
- Utility Shut-Offs
- Restraining Orders
- Rent Deposit
- Motion to Compel Repairs
- Applications for Release of Rent
- Code Violation Cases
- Move Out Procedures
- Lock Outs

Housing Specialists may provide you with blank forms for your use, or may direct you to places where forms can be viewed and printed. Housing Specialists cannot complete the forms or file them for you.

Housing Specialists are available to speak to people via phone or email from 8:30 a.m. until 4:30 p.m., Monday through Friday. Currently there is a desk on the first floor of the Justice Center where you can speak with someone 8:30 to 3:30 p.m. Please note that the Civil Division of the Clerk of Court is not able to accept filings after 4:15 p.m.

Specialists can also provide information by telephone. The specialists receive many telephone calls each day; please allow 24 hours for the specialist to return your call. If your problem is an emergency, it is best to speak to a specialist in person.

Please call the reception desk at (216) 664-4295 to be connected with an available Housing Specialist.

### **HOUSING COURT SPECIALISTS**

Reception Desk—664-4295

- Alia Almashni—664-6143
- Mary Barnwell(CCO) —664-3265
- Robert Fuchs—664-6929
- Willie Hines—664-4938
- Carl Kannenberg—664-4906
- Fayben Robinson—664-4959
- Kathy Rosner—664-4929
- Poonam Tulshi(Mediator)—664-3440

Chief Housing Specialist Belinda Gest-----664- 6178

Deputy Chief Housing Court Specialist Darlene English -----664-6268