



JUDICIAL & COURT SERVICES
TECHNICAL ASSISTANCE *and*
RESOURCES *for* OHIO COURTS

TRAINING SEMINAR



**COURT STATISTICAL REPORT
FORM TRAINING *for*
MAYOR'S COURT PERSONNEL**

Thursday, March 25, 2010
10 a.m. to Noon
Location: Ohio Judicial Center
65 South Front Street
Columbus, Ohio 43215-3431
Room 281

THE SUPREME COURT *of* OHIO

Judicial & Court Services Division
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THE SUPREME COURT *of* OHIO
Case Management Section
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Registration Form *
Court Statistical Report Form Training for Mayor's Court Personnel ■ March 25, 2010
Registration Deadline: March 11, 2010

Please type or print neatly.

Name: _____
Job Title: _____
Court: _____
Telephone: _____ E-mail: _____
Address: _____

* *One registration form per person.*

**Please fax or mail
registration to:**
Christine Bratton
Program Assistant
Case Management Section
The Supreme Court of Ohio
65 South Front Street
Columbus, Ohio 43215-3431
Fax: 614.387.9419

COURSE DESCRIPTION

Per R.C. 1905.033, mayor's courts of Ohio are required to register annually with and submit quarterly statistical reports to the Supreme Court of Ohio. The Case Management Section of the Supreme Court of Ohio provides training to mayor's court personnel specifically on the completion of the statistical report and the annual registration process.

During this course, Case Management staff will provide:

- Thorough instruction on completing reporting forms
- Instructions on the proper classification of cases and termination types
- Descriptions of the options available to electronically register and report.

Attendees will have ample opportunity to ask questions.

WHO SHOULD ATTEND

This course will benefit mayor's court staff who:

- Compile caseload data for inclusion into the report forms
- Prepare and complete report forms
- Code and enter data into the court's case management system.

TUITION

This course is offered free of charge.

HOW TO ENROLL

Seating is limited to 50 attendees. To reserve a seat, complete the attached registration form and submit it to the Case Management Section pursuant to the instructions on the form.

Registration Deadline: March 11, 2010.

DRIVING DIRECTIONS

- **From the North:** Take I-71 South to I-670 (exit 109A); go west and follow to Third Street (exit 4B). Take Third Street about five blocks to State Street. Turn right onto State Street. Follow State Street two blocks to Front Street. Turn right onto Front Street. The Ohio Judicial Center will be on the left side of Front Street.
- **From the South:** Take I-71 North to I-70 East. Stay on the right. Exit at Front Street/High Street (exit 100A). Turn left onto Front Street. The Ohio Judicial Center is about five blocks north on the left side.
- **From the East:** Take I-70 West to I-71 North (exit 101A); exit at Broad Street (exit 108B). Turn left onto Broad Street. Take Broad Street to Front Street. Turn left onto Front. The Ohio Judicial Center is the second large building on the right side of Front Street.
- **From the West:** Take I-70 East to the Front Street/High Street exit (exit 100A). Turn left onto Front Street. The Ohio Judicial Center is about five blocks north on the left side.

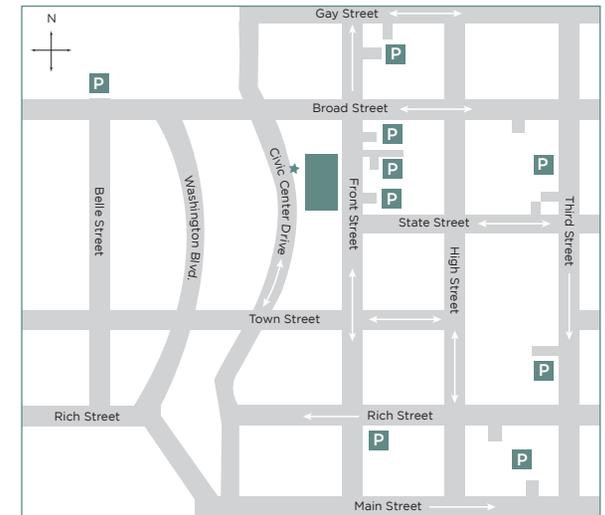
PARKING INFORMATION

Parking is available in the LeVeque Tower Parking Garage on Front Street about one block north of the Ohio Judicial Center, with entrances on Front Street and Gay Street.

Visitors also can park in the Huntington Center Garage by turning right onto Capital Street from the far right lane of Front Street and then turning right immediately into the garage.

Parking also is available at the City Center Parking Garage, located between Third and High streets with entrances on Rich and Main streets; Riverfront parking, 322 W. Broad St.; Veterans' Memorial Auditorium, 300 W. Broad St.; Vern Riffe Center, 77 S. High St.; and Central Parking Garage, 21 E. State St.

Limited underground parking is available at the Statehouse.



CAUTION: Front Street in front of the Ohio Judicial Center is being converted to two-way traffic, effective soon. Past building visitors should watch for the traffic-pattern change.