

Rent Escrow Process

Residential tenants who believe their landlord has not maintained the rental unit in accordance with the landlord's obligations may place their monthly rent payment into an escrow account with the Sidney Municipal Court. A tenant may not be evicted for filing a rent escrow action in good faith.

The process for a rent escrow case is below:

1. Give a written notice to the landlord. The notice should:
 - a. Tell in detail each problem you wish to have repaired (the list should be specific, so the landlord can use the list to repair each problem).
 - b. Tell the landlord that repairs should be taken care of within thirty (30) days.
 - c. Tell the landlord what you will do if problems are not repaired within thirty (30) days (Example: Deposit your rent into Court's rent escrow account).
 - d. Sign, date and make a copy of the notice so that you may give a copy to the court after 30 days.
 - e. Deliver the notice to your landlord in person or by certified mail to the place where rent is normally paid and save the receipts.
2. In addition to writing a notice: if you think the problem violates your local building, housing or health and safety code, call the Housing Inspector of the Health Department for your city or county. They will inspect your property at no charge to you.
3. Wait until thirty (30) days after you have delivered or mailed the notice. If your landlord still has not made any repairs, you can go to the court for help. CAUTION: Any rent that comes due within thirty (30) days after delivery of the notice MUST be paid to your landlord!!! If not, you may lose your claim in court and you could be evicted for failure to pay rent.
4. After thirty (30) days have ended; on or before the day your next rent payment is due, go to Sidney Municipal Court, 110 W. Court Street, Sidney, Ohio, with the full amount of next month's rent only (may NOT include utilities or pet fees), a copy of the notice you gave your landlord along with copies of the mail receipts to place your rent in escrow with the court. You will be given an "Application to Deposit Rent with the Court." Signing the application verifies that you have notified the landlord of the problem and that you are current on your rent payments. Be sure to obtain a copy of your application and receipt for your records. Please note: There is NO filing fee to place your rent in escrow.

Notice of Landlord's Breach of Obligation

Date: _____

To: _____ (Landlord)

Owner or agent of the dwelling at _____

I am a tenant at _____
(address). I reasonably believe that you have breached your obligations under the Ohio landlord tenant law and / or our rental agreement. I am asking you to correct the following conditions in my rental home.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

If you do not correct these conditions, I may deposit my rent with the Municipal Court and continue to do that every month until you have made the corrections. I may also take any other actions permitted by Ohio law.

Tenant

Delivered by _____ Hand _____ Mail on _____ to the place
where I normally pay my rent. (date)

Tenant: Keep a copy.