



Mike DeWine
Ohio Attorney General

**Collections Enforcement
Revenue Recovery**
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Instructions for Mistaken Identity Affidavit

Please include **all lien information** you have obtained (ex: **tax identification number, serial number or account number**) in the “RE:” section at the top, right hand corner of the affidavit. The affidavit must be **notarized** and the **original notarized affidavit** returned to our office **by mail**. In addition, we will need a **copy of your driver’s license** and a **copy of your social security card**. If you cannot locate your Social Security card, you may submit a W-2 form or any official document that contains your full Social Security number. Once this information is received and verified, a notice will sent to you by mail to be filed with the Clerk of Courts. Please carefully follow these instructions so that we may better serve you. Thank you for your patience and cooperation in this matter. If you have any further questions regarding this matter, feel free to contact our office number listed below.

Collections Enforcement Paralegals
Collections Enforcement
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