

SERVICE OF PROCESS
SPECIAL INSTRUCTIONS TO CLERK

Case No. _____

_____ **FORWARD** to the Sheriff of _____ County.

Please note: You must submit TWO copies of each document to be served per individual.

Names of persons to be served: _____

_____ **DO NOT** prepare service at this time

_____ **CALL** when service is ready at Phone Number _____

_____ **MAIL** document back in the self-addressed, stamped envelope provided

_____ **PLACE** service in Attorney Box Number _____

_____ **OTHER:** _____

Signature

Date