

**BERBERIAN LEGAL SERVICE**

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**REQUEST FOR SERVICE**

Date: \_\_\_\_\_

**PARTY TO BE SERVED:** \_\_\_\_\_

**PARTY REQUESTING SERVICE:** Atty/Firm \_\_\_\_\_

Sec'y/Paralegal \_\_\_\_\_

**CLIENT NAME:** \_\_\_\_\_ **PH #:** (h) \_\_\_\_\_ (w) \_\_\_\_\_ (c) \_\_\_\_\_

**CASE NAME:** \_\_\_\_\_ **FILE #:** \_\_\_\_\_ **CASE #:** \_\_\_\_\_

**FILED IN WHICH COUNTY:** \_\_\_\_\_ **CITY:** \_\_\_\_\_

**HEARING DATE:** \_\_\_\_\_ **RUSH:** \_\_\_\_\_ **DO TODAY:** \_\_\_\_\_ **LAST DAY OF SERVICE:** \_\_\_\_\_

**DOCUMENTS TO BE SERVED:**

**HOME ADDRESS:** \_\_\_\_\_ **H-PHONE:** \_\_\_\_\_

**WORK ADDRESS:** \_\_\_\_\_ **W-PHONE:** \_\_\_\_\_

**IDENTIFICATION:** SEX \_\_\_\_\_ AGE \_\_\_\_\_ HT \_\_\_\_\_ WT \_\_\_\_\_ HAIR \_\_\_\_\_ EYES \_\_\_\_\_ RACE \_\_\_\_\_

**DISTINGUISHING FEATURES?** \_\_\_\_\_ **BEARD OR MUSTACHE?** \_\_\_\_\_ **GLASSES?** \_\_\_\_\_

**VEHICLE:** MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ COLOR \_\_\_\_\_ LIC. # \_\_\_\_\_

**HE/SHE PARKS IN THE GARAGE** \_\_\_\_\_ **ON THE DRIVEWAY** \_\_\_\_\_ **ON THE STREET** \_\_\_\_\_

**DOES ANYONE ELSE LIVE AT HOME?** \_\_\_\_\_ **Who?** \_\_\_\_\_

**BEST TIME TO FIND HIM/HER AT HOME:** \_\_\_\_\_ **BEST TIME AT WORK:** \_\_\_\_\_

**IS EXPECTING PAPERS:** YES \_\_\_\_\_ NO \_\_\_\_\_ **WILL AVOID SERVICE** \_\_\_\_\_ **WILL NOT** \_\_\_\_\_

**SPECIAL INSTRUCTIONS:**