



Junes Legal Service, Inc.

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Service of Process

Email: Process@JunesLegal.com

***PLEASE NOTE: TYPE EVERYTHING EXACTLY AS YOU WANT IT TO APPEAR ON YOUR AFFIDAVIT**

Your Email Address:
 (To Send Status Notification)

Your Name:
 (Person to Contact)

Contact Phone Number:

Your Client's File Number:
 (Internal Tracking Number)

Today's Date:

Plaintiff
 Name:

Defendant
 Name:

Person To
 Be Served:

Title:

Work Hours:

Home
 Address:

Work
 Address:

Case Name:

Case Number:

Court:

Court Division:

Documents For
 Service:

- Summons
- Complaint
- Subpoena
- Order Shortening Time
- Temporary Restraining Order
- Joint Preliminary Injunction

- Initial Appearance fee Disclosure
- Notice of Taking Deposition
- Subpoena Duce Tecum
- Temporary Protective Order
- Order to Show Cause

Special Instructions: