



USA Process Serving

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Office@USAProcessServing.com

http://www.USAProcessServing.com

- Regular Service**
- Rush Service (Add \$35)**
- Same Day (Add \$75)**

Date: _____ Phone #: _____ Address to Send Proof of Service : _____ _____	Firm: _____ Email: _____ Contact _____
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Request Confirmations Via: US Postal Service Email Phone

Plaintiff: <input style="width: 90%;" type="text"/>	Defendant: <input style="width: 90%;" type="text"/>
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INDIVIDUAL / COMPANY BEING SERVED (list exactly as it should appear on proof of service)

1:

2:

Business Address	Residential Address
<input style="width: 95%; height: 40px;" type="text"/>	<input style="width: 95%; height: 40px;" type="text"/>
Phone Number <input style="width: 80%;" type="text"/>	Phone Number: <input style="width: 80%;" type="text"/>

DOCUMENTS BEING SERVED (List documents exactly as they should appear on proof of service)

SPECIAL INSTRUCTIONS

File Proof of Service (Add \$35)

Notarize Proof of Service (Add \$20)

USA Process Serving is not liable for any errors in the proof of service. If for any reason your proof of service is rejected by the court USA Process Serving will make any corrections and if necessary perform new process service at no charge.

Authorization of Work Order

Signature _____