



ACE PROCESS SERVICE

5981 W. 76th Street • Los Angeles, CA 90045

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Bonded • Registered Process Certificate No. 2655



"WE GIVE GOOD SERVICE!"

SERVING THROUGHOUT CALIFORNIA AND THE UNITED STATES

LAW OFFICES OF

COURT & DISTRICT

CASE NUMBER

CASE NAME

LIST ALL DOCUMENTS TO BE SERVED

No.

MAP COORDINATE

No.

CLIENT FILE NO.
(FOR ATTORNEY USE)

No.

INVOICE NO.
(OFFICE USE ONLY)

DATE
ATTENTION
PHONE NO.

HEARING DATE	PLACE OF HEARING	RUSH SERVICE	LAST DAY TO SERVE

- PROCESS SERVICE
- LOCATE/SKIP TRACE
- COURT SERVICE

- ADVANCE FEES
- WITNESS FEE ATTACHED

AMOUNT \$ _____

STATE NAME OF PERSON(S) OR ENTITY TO BE SERVED (EXACTLY AS SUED OR SUBPENAEED)

RESIDENCE ADDRESS & TELEPHONE NUMBER (INCLUDE APARTMENT NUMBER)

BUSINESS NAME, ADDRESS, SUITE NO. & TELEPHONE

ADDITIONAL INSTRUCTIONS (INCLUDE PHYSICAL DESCRIPTION; BEST TIME TO MAKE SERVICE; MAKE, MODEL & YEAR TO AUTOMOBILE(S), AND ANY OTHER INFORMATION THAT WILL ASSIST PROCESS SERVER IN COMPLETING ASSIGNMENT AS QUICKLY AS POSSIBLE.

AGE	WEIGHT	HEIGHT	HAIR	SKIN

OFFICE USE ONLY	
ITEM	CHARGE
TOTAL	

OFFICE USE ONLY
SERVED BY

NAME OF DEFENDANT, PARTY OR ENTITY SERVED	RESULTS & NOTES:	DATE	TIME
NAME AND TITLE OF CORPORATE OFFICER OR AUTHORIZED AGENT			
NAME OF PERSON PAPERS WERE LEFT WITH (FOR SUB SERVE ONLY)			
DATE AND TIME OF SERVICE			
ADDRESS WHERE SERVED			

PLS - WHITE
SERVER - CANARY
ATTORNEY COPY - PINK

MEMBER-NATIONAL ASSOCIATION OF PROFESSIONAL PROCESS SERVERS
MEMBER-CALIFORNIA ASSOCIATION OF PHOTOCOPIERS AND PROCESS SERVERS