

Roland Brown Legal Services

Service of Process • Court Filings & Research.

Request for Service

Date: _____

Name: _____ Phone: _____

Address: _____

Email: _____

Services Requested: Court Filing Research/Document Retrieval
 Service of Process Skip Trace Subpoena Issuance

Court Name and Case# _____

Case Title or Name for Skip Trace _____

Party(s) to be served _____

Address _____

Document(s) _____

Speed of Service: Same Day or 24 hours* Rush (48 hours.) Routine (1 Week)

Manner of Service – Check any that apply and/or provide instructions below:

Personal – By delivering copy to the named party in the action exclusively.

Substitute – By delivering copy to the residence/usual place of abode of party. Leaving copy with any current co-resident therein of suitable age per rule of court.

Corporate – By delivering copy to the Registered Agent, Officer or authorized employee.

Notarized Affidavit of Service (\$10.00 additional fee applies).

Shipping Method to RBLS: FedEx/UPS USPS Email Fax Hand delivery/Other

Payment amount: \$ _____ Prepay Credit/Debit Prepay Check/Money Order Invoice*

*Pre-approval needed. Approved Same Day requests must be received by 3:00 PM. Otherwise, 24 hour service will be provided.

Special Instructions: _____

*1242 State Avenue #I-233/PO Box 866, Marysville, WA 98270
12345 Lake City Way NE #274, Seattle, WA 98125 P: 425-367-9444 F: 360-653-8645*