



HONS INVESTIGATIONS

REQUEST FOR SERVICE



Member: National Assoc. of Professional Process Servers

TO: Hons Investigations
311 So. 4th St. Suite 204
Grand Forks, ND 58201

Tel No: 701-775-7704
Fax No: 701-775-8062

FROM: _____ **Tel No:** _____

DATE: _____

COURT: _____

CASE NO: _____

PLAINTIFF: _____

SENDER'S REF. NO: _____

DEFENDANT: _____

RUSH
(served w/in 24 hours)

ROUTINE
(1 to 5 days)

LAST DAY TO SERVE _____ **(Date)**

DOCUMENTS ENCLOSED: (exactly as it should appear on affidavit of service)

SERVE: (list name and address of party(s) to be served)

May be served at work

DESCRIPTION:

IF MORE THAN ONE PARTY DO YOU WANT EACH PARTY SERVED? Yes No

IMPORTANT!! SERVICE WILL BE MADE IN THE MANNER CHECKED BELOW:

PERSONAL SERVICE: Personal Service will always be attempted first.

SUBSTITUTED SERVICE AT RESIDENCE: Check if Substituted service is allowable if personal service is not possible. May substitute on 2nd attempt. If papers are substituted, they will be served on a person of suitable age and discretion residing therein.

POSTING: By posting copies in a conspicuous manner to the address of the person/entity being served. This will only be done on the 3rd unsuccessful attempt on NOTICES TO QUIT AND VACATE.

SPECIAL INSTRUCTIONS: **WITNESS FEE ATTACHED:\$** _____

Please fill out the enclosed Affidavit and we request that you do not put the amount of the service fee on the Affidavit

Total fees for services rendered should not exceed \$ _____ without prior approval.