

IN THE COMMON PLEAS COURT OF HANCOCK COUNTY, OHIO

Name

Case No. _____

Plaintiff/Petitioner 1

Judge _____

vs.

Magistrate _____

Name

REQUEST FOR SERVICE

Defendant/Petitioner 2

To the Clerk of Courts:

Please issue service of the documents I filed upon _____ (name

of other party) by the following method(s) (check one):

_____ Certified mail, return receipt requested, at the following address:

_____ Personal service by the Sheriff of the County in which the party resides.

Address(es) where the party may be located (give home, work, or other locations – if work, give work hours):

_____ Residence service by the Sheriff of the County in which the party resides at the following residence (home) address: _____

The requesting party understands that he/she may be responsible for the costs of the means of service selected, even if no deposit was required at the time of filing the motion.

Signature of Filing Party

Address of Filing Party