



COURT PROCESS MESSENGER

DATE

CONTROL #

Santa Ana	CA	(714) 543-5100	(714) 543-5111
Los Angeles	CA	(213) 252-2000	(213) 252-2003
San Jose	CA	(408) 564-7360	

www.asaplegal.com

legal@asaplegal.com

Firm: _____

Telephone: _____ Acct. # _____

Attorney: _____

Secretary: _____

Email: _____

Ref./Billing # _____

SPECIAL	HOT	RUSH	STANDARD/REG	COURT RUN	SAME DAY	NEXT DAY
---------	-----	------	--------------	-----------	----------	----------

MESSENGER SERVICES

From: _____

Sender: _____

To: _____

Attention: _____

COURT SERVICES
Case Number: _____
Case Name: _____
Court Branch: _____

Do NOT ADVANCE
Court Filing
Research/Copy Fees Attached \$ _____
Courtesy Copy Advance Fees \$ _____
Recording Check Number : _____

SERVICE OF PROCESS
Company/Person Being Served: _____

Do NOT ADVANCE
Office Service
Business Fees Attached \$ _____
Residence Advance Fees \$ _____
Substituted OK Check Number : _____
<u>Service Deadline</u>

TYPE OF DOCUMENTS: _____

SPECIAL INSTRUCTIONS: _____

Acceptance Required

I have read the attached Terms and Conditions contained within this service request form. By checking the box below, I hereby accept these Terms and Conditions.

Yes, I accept the Terms and Conditions.

Received By: _____ Date: _____ Time: _____