

ANNE LORENTZEN

DISTRICT CLERK



DISTRICT COURTS / COUNTY COURTS AT LAW
901 LEOPARD STREET, ROOM 313
CORPUS CHRISTI, TEXAS 78401
361 888-0450 Fax 888-0571

NUECES COUNTY PROCESS REQUEST SHEET

Cause No. 2026DCV-0465-E

Date of Request: 2/6/26

Style: JPMORGAN CHASE BANK, N.A. vs. JOSE I ALVAREZ

Section 1:

Process Type (Check All That Apply):

- Citation
- Citation by Posting
- Temporary Restraining Order
- Citation by Secretary of State
- Application / Temp. (Ex Parte) Protective Order
- Citation by Publication
- Other: _____
- Precept to Serve / Notice of Hearing
- Citation by Commissioner of Insurance
- Writ of _____

Section 2:

Service Type:

- Return to Requester by Mail
- Courthouse Posting*: Length of Posting: _____ Day(s)
- Certified Mail w/ Restricted Delivery
- Private Process Server: PROFESSIONAL CIVIL PROCESS
- via Email: EFILING@PCPUSA.NET
- Publication: Corpus Christi Caller Times

- Email to Requester
- Hold for Pickup
- Nueces County Constable / Sheriff

- Other: _____
- Publication: Corpus Christi Caller Times
- Nueces County Record Star
- Other: _____

Length of Publication: _____ Day(s)

* Requires Nature of Suit

Section 3:

Document(s) / Pleading(s) to be attached for Service:

PLAINTIFF'S ORIGINAL PETITION _____

Section 4:

Parties to be Served: JOSE I ALVAREZ

1. Name/Agent: _____

Address: 1309 Main Dr Corpus Christi, TX 78409

2. Name/Agent: _____

Address: _____

3. Name/Agent: _____

Address: _____

Attach another sheet for more additional parties.

Section 5:

PLEASE EMAIL CITATION TO EFILING@PCPUSA.NET

Requesters Information:

Name: PROFESSIONAL CIVIL PROCESS Bar #: _____

Mailing Address: 103 VISTA VIEW TRAIL, SPICEWOOD, TX, 78669 _____

Email: EFILING@PCPUSA.NET Phone: (512)477-3500 _____

Representing: Pro Se Plaintiff Defendant Other: _____

Notes

1. You do not need to put a cause number for requests filed with an initial petition.
2. For each party served you must furnish one (1) copy of the pleading or pay a copy fee of \$1.00 per page.
3. Failure to include all required information is cause for a rejection.
4. You must attach a Nature of Suit for any Publication or Posting.
5. On an Posting or Publication in a SAPCR case, Place and Date of Birth are required for each child involved in the case
6. Copy fees DO NOT need to be paid if requesting a citation to be emailed. We also DO NOT issue e-service. we are only sending a citation.
7. You are responsible for ensuring that your Private Process Server is accepting Emailed services.
8. Please see our Service Fee Sheet for accurate service fees.
9. How to calculate service fee:

$$\text{Process Preparation Fee} + \text{Service Fee} = \text{Total Cost}$$

(if applicable)