**Instructions to law enforcement:** Do  $\underline{not}$  serve this form with the other papers. You may keep this form for your records or destroy it.

## Service Assistance Form This is a Private Record (CJA 4-202.02)

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Case Number	er					Document to be Served				
Court Name & Address						•				
Name of Per	son F	Requestir	ng Service							
Information About the Person to be Served (Print clearly.)										
☐ Plaintiff/P	ner		☐ Defendant/Respondent							
Name				I						
Alias/Nicknai	me									
SSN				DOB						
Race				Sex						
Weight				Height						
Hair color				Eye colo	r					
Special characteristics (tattoos, scars, etc.)										
Home: street a	addres	s, city,								
state, zip										
Cell phone										
Home phone	}									
Best times to reach										
Work: name, street address,										
city, state, zip										
Work phone										
Best times to reach										
Driver's licen	se nu	ımber								
Car license r	numbe	er								
Car Make				Model						
Year				Color						
Is this person on probation or parole?  ☐ Yes ☐ No ☐ Don't know										
If known, print the name of the supervising agency and officer and the officer's telephone number.										
Has this person used weapons or been violent in the past?  ☐ Yes ☐ No ☐ Don't know										
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