

KLPS, INC. A PRO  
KIMBERLY LUTJEN PROCESS SERVICE  
4063 VALERIE DRIVE  
CAMPBELL, CA. 95008  
OFFICE # 408-354-0764 \*\*\*\* FAX # 408-354-3793  
e-mail: [lutjenprocess@netzero.net](mailto:lutjenprocess@netzero.net)

## PROCESS SERVICE FORM

DO TODAY: \_\_\_\_\_ RUSH: \_\_\_\_\_ ROUTINE: \_\_\_\_\_ OTHER: \_\_\_\_\_

LAST DATE FOR SERVICE: \_\_\_\_\_

DATE: \_\_\_\_\_ Client file /Reference No: \_\_\_\_\_

Case Name: \_\_\_\_\_

Case # \_\_\_\_\_

**PERSON TO BE SERVED:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**DISCRPTION**

M/F:	AGE:	HT:	WT:	HAIR:	RACE:

DISTINGUISHING MARKS:

**DOCUMENTS TO BE SERVED:**

\_\_\_\_\_

\_\_\_\_\_

**SPECIAL INSTRUCTIONS:**

\_\_\_\_\_

\_\_\_\_\_

ATTY or Pro-Per: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

ASSISTANT: \_\_\_\_\_ PHONE: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**“WE GO THE EXTRA MILE FOR YOU”**