

IN THE COURT OF COMMON PLEAS
DOMESTIC RELATIONS DIVISION
PORTAGE COUNTY, OHIO

CASE NO. _____

PLAINTIFF

VS

**REQUEST FOR SERVICE
INSTRUCTIONS**

DEFENDANT

TO THE CLERK: PLEASE SERVE A COPY OF _____
(DOCUMENT TO BE SERVED)

ON _____
(NAME AND ADDRESS OF PARTY TO SERVE)

___ CERTIFIED MAIL

___ ORDINARY MAIL WITH CERTIFICATE OF MAILING
CIVIL RULE 4.6 (D)

___ SHERIFF SERVICE..... PERSONAL SERVICE ___
RESIDENTIAL SERVICE ___

___ PROCESS SERVER..... PERSONAL SERVICE ___
RESIDENTIAL SERVICE ___

OTHER INSTRUCTIONS/COMMENTS: _____

