

LAW ENFORCEMENT SERVICES DATA SHEET

CIVIL PROCESS INFORMATION FOR CASE # \_\_\_\_\_

PETITIONER: \_\_\_\_\_ D.O.B. \_\_\_\_\_

v.

RESPONDENT: \_\_\_\_\_ D.O.B. \_\_\_\_\_

Respondent's Address (Do not use P.O. Box or RFD Numbers) \_\_\_\_\_

When is Respondent Likely to be Home? \_\_\_\_\_ a.m./p.m.

Location of residence (Describe Specifically) \_\_\_\_\_

Respondent's Telephone Numbers(s):

Cell \_\_\_\_\_ Home \_\_\_\_\_ Alternate \_\_\_\_\_

Place where Respondent may be staying \_\_\_\_\_

Place of Employment (Include Address and Phone Numbers & Hours They Work:

Respondent's Auto: Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_

Color \_\_\_\_\_ Registration # \_\_\_\_\_

Personal Description: Race \_\_\_\_\_ Sex \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_ Age \_\_\_\_\_

Hair Color/Length \_\_\_\_\_ Beard \_\_\_\_\_ Moustache \_\_\_\_\_

Identifying Marks or Tattoos \_\_\_\_\_

Will the Respondent avoid service? If so, please inform the Sheriff's Department of any remarks made by Respondent or personal knowledge of where Respondent might be if not at home or work or any other pertinent information. (Example: Friends or Relatives homes, bars, weapons, etc.): \_\_\_\_\_

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\_\_\_\_\_  
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