

1 [Firm Name]  
[Firm Address]  
2 [Firm Phone Number]  
[Firm Fax]  
3 [Firm Email]  
[Attorney Name and Bar Number]  
4 Attorney for Plaintiff(s)

5 [Trial Court System], [County]

6 **[Plaintiff Name(s)],**

7 Plaintiff(s),

8 v.

9 **[Defendant(s)],**

10 Defendant(s).

Case No.

**MOTION FOR ORDER AUTHORIZING  
SUBSTITUTE SERVICE**

Assigned to the Hon. [Judge]

- 11
- 12 1. Pursuant to [local civil rule], plaintiff [Plaintiff], by and through undersigned  
13 counsel, respectfully requests the Court enter an Order authorizing service of the  
14 Summons and of a copy of the Complaint in this action directed to [party to be  
15 served] to be made upon [name of substitute party to be served].
- 16 2. This Motion is urged for the reason that efforts to secure service upon [party to be  
17 served] through one of the means authorized by [local civil rule] have proven  
18 impracticable because [name of substitute party to be served] controls, and has  
19 denied, access to [party to be served].
- 20 3. This Motion is supported by the Memorandum of Points and Authorities, and the  
21 [exhibits and affidavits with corresponding exhibit numbers], attached hereto and  
22 incorporated herein by this reference.
- 23
- 24

25 Dated this [Day] of [Month], [Year].

26  
27 By \_\_\_\_\_

[Name of Plaintiff's Attorney]  
[Firm Name]  
[Firm Address]  
Attorney for Plaintiff(s)

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On [Date], undersigned:  
[Filed/E-filed] the original;  
[Mailed/Emailed/Hand Delivered] a  
copy to:  
• [Defense Counsel]  
[Address]

\_\_\_\_\_  
/s/[Attorney]