

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 SPECIAL
APPOINTMENT TO SERVE PROCESS**

Assigned to the Hon. [Judge]

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12
- 13 1. Plaintiff, by and through undersigned counsel, respectfully requests the Court enter
14 an Order specially appointing [proposed appointee], a qualified person not less than
15 twenty-one years of age and who is not a party, an attorney or an employee of an
16 attorney in this action, to serve the summons and complaint in this action.
 - 17 2. This Motion is urged for the reason that such person will be more expeditious and
18 less costly than if performed by the sheriff or a certified private process server.

19
20
21 Dated this [Day] of [Month], [Year].

22
23 [Firm Name]

24
25 By _____
[Attorney Name]
26 [Attorney Address]
Attorney for Plaintiff(s)

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