

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.

ACCEPTANCE OF SERVICE

Assigned to the Hon. [Judge]

11
12 **PLEASE TAKE NOTICE** that counsel for plaintiff has this date filed with the Court the
13 Acceptance of Service, duly executed by [name of attorney] on behalf of [identification of
14 party] [name of party], acknowledging service and receipt of the Summons and a copy of
the Complaint herein on [date of execution].

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

16
17
18 By _____
[Name of Plaintiff's Attorney]
19 [Firm Name]
[Firm Address]
20 Attorney for Plaintiff

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

25
26 _____/s/[Attorney]
27
28