

CARL DiFRANCO
Clerk of Common Pleas Court
Lake County Courthouse West Annex, 25 North Park Place
Painesville OH 44077

In The Court Of Common Pleas
Division of Domestic Relations
Lake County, Ohio

Caption: _____ **Case No.** _____
vs. _____

Instruction for Service

(General)

To The Clerk:

You are hereby instructed to serve the following parties by

_____ Regular Mail
_____ Certified Mail
_____ Sheriff of _____ County () Residence () Personal
_____ Process Server
_____ Fed Ex

With the following paper

_____ Regular Summons (28 Days)
_____ Amended Complaint Summons
_____ Answer and Counterclaim or Third Party Summons
_____ Other:
_____ With Journal Entry _____ Without Journal Entry

Name of pleadings: _____

Name and Address

Party _____

Party _____

Party _____

Party _____

Prepared By: _____

Address: _____

Telephone _____

Email _____