

(General Civil Process)

INSTRUCTIONS TO THE SHERIFF OF THE COUNTY OF RIVERSIDE

The Sheriff must have written, signed, instructions by the attorney, or the party if he/she has no attorney in accordance with CCP 262; 687.010.

http://www.riversidesheriff.org

☐ Court Services • Central
30755-D Auld Rd., Ste. L067
Murrieta, CA 92563
951-304-5050 • FAX 951-304-5066

☐ Court Services • East
46200 Oasis St., Rm B15
Indio, CA 92201
760-863-8255 • FAX 760-863-8919

☑ Court Services • West
4095 Lemon St., 4th Floor
Riverside, CA 92501
951-955-2420 • FAX 951-955-6155

John Doe

Plaintiff

VS

Mary Doe

Defendant

JXC1022887

Court Case Number

Levying Officer File Number

The Sheriff is entitled to his fee whether or not the service has been effected.

Please type or print legibly

SERVE DOCUMENTS ON DEFENDANT:

NAME: Mary Doe

HOME ADDRESS: 1 Dove Street

CITY: ZIP CODE: Riverside, CA 92501 Telephone number (if available)

EMPLOYER: If applicable

EMPLOYER'S ADDRESS:

DESCRIPTION: Hisp / F / 32 / 5 4 / 125 / brn / brn / unknown
Race Sex Age Ht. Wt. Hair Eyes DOB

Vehicle(if known): Toyota/Corolla unknown blue
Make/Model Year/License Number Color:

☑ Defendant may pose threat (explain): She's known to be very aggressive.

TYPE OF DOCUMENTS TO BE SERVED: Summons and Petition

HEARING DATE (if applicable): 06/24/19

Signature of attorney (or party without an attorney)

John Doe

Print name of attorney (or party without an attorney)

2 Kay Street, Riverside, CA. 92501

Address of attorney (or party without an attorney) Number, Street, City, State, ZIP Code

951-222-2222

Telephone Number

Cell Number
johndoe@gmail.com

E-Mail Address

FAX Number