

Additional Service Information Worksheet for Evictions

Please fill out and return as soon as possible

Petitioner's name & contact phone# _____

Person(s) being served _____

Mailing address of tenant if it applies _____

Tenant's phone number _____

Is it an apartment building? Y or N

Description & color of building or house _____

Are there out buildings with tenant property in them Y or N

Description of out building and items in out buildings _____

Are there multiple apartments and are they numbered? If not numbered the exact location of the door? _____

Is there an exterior door before getting to the apartment door? Y or N Location of door and if locked the door must be open for the deputy to service at all times. _____

Is the residence furnished? Y or N What items stay with the unit? (continue on back if needed) _____

Are there any dogs, cats, pets? Please list _____

What vehicle do they drive? _____

Best time to serve papers? _____

Any additional information _____