IN THE COURT OF COMMON PLEAS
DOMESTIC RELATIONS Division
MONTGOMERY COUNTY, OHIO

Name	:	Case No. _____
Street Address	:	Judge _____
City, State and Zip Code	:	
Plaintiff/Petitioner	:	Magistrate _____
vs./and	:	
Name	:	
Street Address	:	
City, State and Zip Code	:	
Defendant/Petitioner	:	

Instructions: This form is used when you want to request documents to be served on the other party. You must indicate the requested method of service by marking the appropriate box.

REQUEST FOR SERVICE

TO THE CLERK OF COURT:

Please serve the following documents on the following parties as I have indicated below:

REQUEST FOR SERVICE

☐ Defendant/Petitioner at the address shown above.
- ☐ Service By Clerk, Return Receipt Requested
- ☐ Issuance to Sheriff of _____ County, Ohio for ☐ Personal or ☐ Residence service
- ☐ Other (specify) _____

☐ Plaintiff/Petitioner at the address shown above.
- ☐ Service By Clerk, Return Receipt Requested
- ☐ Issuance to Sheriff of _____ County, Ohio for ☐ Personal or ☐ Residence service
- ☐ Other (specify) _____

☐ _____ County Child Support Enforcement Agency (provide address below):

_____
- ☐ Service By Clerk, Return Receipt Requested
- ☐ Issuance to Sheriff of _____ County, Ohio for ☐ Personal or ☐ Residence service
- ☐ Other (specify) _____

☐ Other (address): _____
- ☐ Service By Clerk, Return Receipt Requested
- ☐ Issuance to Sheriff of _____ County, Ohio for ☐ Personal or ☐ Residence service
- ☐ Other (specify) _____

TO BE SERVED: (List all documents to be served.)

_____

_____
Your Signature