

LIDDY LEGAL SUPPORT SERVICES

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Date				Liddy #	Service								
Telephone					Service								
Firm					Mileage								
Attorney				Filing Fee		Mileage							
Address				Filing Fee		Min Mileage							
City & Zip						Rush							
Secretary				W/M Fee		Wait Time							
Case #				Check #		Spec Crt							
Court						Fee Adv							
County						Fee Adv S/C							
Plaint/Pet				Courier	P/U Date	Doc Prep							
Def/Resp													
Client Matter						Total							
Documents <i>(Please list documents as they are to appear on the Certificate of Service)</i>													
Courier Instructions													
<input type="checkbox"/> SPECIAL <input type="checkbox"/> FILE TODAY <input type="checkbox"/> DELIVER TODAY <input type="checkbox"/> SERVE TODAY <i>(Rush fees will be applied.)</i>													
<input type="checkbox"/> Advance Witness & Mileage Fee <input type="checkbox"/> Advance Filing Fee						Hearing Date							
Special Service Instructions / Serve By Date:						Served							
						Title							
Serve <i>(Please list names as is should appear on the Certificate of Service)</i>						Address							
Phone	1	2	3										
Residence Address <input type="checkbox"/>													
Phone	1	2	3	Date	Time								
Business Address <input type="checkbox"/>						Server							
						Name		Zone					
						Description							
For Deliveries						Age/DOB							
						Height							
						Weight							
						Race							
						Eyes							
Date & Time						Signature <i>(Received by)</i>							
						Other							