

**SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE**

- |  |   |
|--|---|
| <input type="checkbox"/> <b>BANNING</b> 311 E. Ramsey St., Banning, CA 92220         | <input type="checkbox"/> <b>MORENO VALLEY</b> 13800 Heacock St., Ste. D201, Moreno Valley, CA 92553 |
| <input type="checkbox"/> <b>BLYTHE</b> 265 N. Broadway, Blythe, CA 92225             | <input type="checkbox"/> <b>MURRIETA</b> 30755-D Auld Rd., Murrieta, CA 92563                       |
| <input type="checkbox"/> <b>CORONA</b> 505 S. Buena Vista, Rm. 201, Corona, CA 92882 | <input type="checkbox"/> <b>PALM SPRINGS</b> 3255 E. Tahquitz Canyon Way, Palm Springs, CA 92262    |
| <input type="checkbox"/> <b>MENIFEE</b> 27401 Menifee Center Dr., Menifee, CA 92584  |   |

**RI-CI015**

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar Number and Address)          TELEPHONE NO: _____ FAX NO. (Optional): _____ E-MAIL ADDRESS (Optional): _____ ATTORNEY FOR (Name): _____	FOR COURT USE ONLY
PLAINTIFF/PETITIONER: _____  DEFENDANT/RESPONDENT: _____	CASE NUMBER: _____

**INSTRUCTIONS FOR SHERIFF**

THE SHERIFF MUST HAVE WRITTEN AND SIGNED INSTRUCTIONS BY THE ATTORNEY FOR THE PLAINTIFF OR THE PLAINTIFF, IF HE HAS NO ATTORNEY IN ACCORDANCE WITH CCP § 262.

**PLEASE SERVE THE ACCOMPANYING PROCESS:**

Type of Service: \_\_\_\_\_ File No.: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_, CA Zip: \_\_\_\_\_

And  Or (Please indicate if more than one person)\*

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_, CA Zip: \_\_\_\_\_

\*For every person to be served, please send (1) extra copy of process.

**SPECIAL INSTRUCTIONS**

(Place of Employment – Physical Description)

Signature: \_\_\_\_\_

TO: SHERIFF COURT SERVICES

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_, CA Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

\*\*If this office has to contact you, we will call COLLECT

PLEASE DO NOT PHONE OUR OFFICE FOR A STATUS ON YOUR CASE. WE WILL NOTIFY YOU BY MAIL ON THE OUTCOME OF THE SERVICE.

FOR SHERIFF OFFICE USE ONLY
HEARING DATE: _____
LAST DAY: _____
COURT: _____