

Major Legal Professional Process Servers

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CASE INFORMATION FORM

Please complete all items indicated below and fax to (952) 831-4849 or email the completed form to Major Legal at jbauer@majorlegal.net

Firm Name, Address and Phone Number:

Contact name at law firm:

Case Caption:

Index No.

Documents to be served:

Parties to be served and address of service:

Filing Instructions:

Your Case/File Number/Billable information:

IMPORTANT: When you fill out this Case Information Form and save it, do not re-name the saved form. It must always be saved as caseinfo.pdf (if Adobe Acrobat file or caseinfo.doc (if Microsoft Word file).