



# WELD COUNTY SHERIFF

STEVE REAMS

## INFORMATION SHEET FOR CIVIL PROCESS SERVICE

(Address for service **MUST** be in Weld County)

**Plaintiff:** (Your information—CONFIDENTIAL)

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Mailing address (for return of service) \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone #: (\_\_\_\_) \_\_\_\_\_

**Defendant #1:** (Person we are serving for you)

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone #: (\_\_\_\_) \_\_\_\_\_ Cell #: \_\_\_\_\_

**Defendant #1 place of employment:**

Name of business: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
Hours/Days worked: \_\_\_\_\_ Phone: \_\_\_\_\_

**Defendant #2:**

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone #: (\_\_\_\_) \_\_\_\_\_ Cell #: \_\_\_\_\_

**Defendant #2 place of employment:**

Name of business: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
Hours/Days worked: \_\_\_\_\_ Phone: \_\_\_\_\_

**Other locations to find defendant:**

\_\_\_\_\_

*“...to provide an environment designed to maintain and enhance the general health, welfare, and safety of the people of Weld County.”*

<i>Main Office, Greeley</i> 1950 “O” Street Greeley, CO 80631 Phone (970) 356-4015 Fax (970) 304-6467	<i>Fort Lupton Sub Station</i> 2950 9 <sup>th</sup> Street Fort Lupton, CO 80621 Phone (303) 857-2465 Fax (303) 857-3027	<i>Southwest Complex</i> 4209 WCR 24 ½ Longmont, CO 80504 Phone (720) 652-4215 Fax (720) 652-4217	<i>North Jail Complex</i> 2110 “O” Street Greeley, CO 80631 Phone (970) 356-4015 x3922 Fax (970) 304-6461
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