

HELP US HELP YOU

Waterloo Legal Process strives to provide the highest quality professional process services available for our clients. For this reason, it is important to provide several questions that result in more rapid service to the defendant, at the same time increasing the safety of the process service at the service location. While we are certain that you will likely not have answers to all our questions, we do ask that you attempt, to the best of your ability, to communicate with your client to provide any answers you can obtain. We have provided a few questions below that will help us immensely. Again, answer only those that you can:

- RACE – AGE- HEIGHT – WEIGHT – HAIR COLOR – FACIAL HAIR – EYEGLASSES
- YEAR & MAKE OF ANY KNOWN VEHICLES OWNED OR DRIVEN & LICENSE #'S
- WORKDAYS & HOURS
- ANY CONTACT INFORMATION YOU MIGHT HAVE KNOWLEDGE OF, I.E., EMAIL ADDRESS, WORK PHONE, CELL PHONE, ETC.
- HAS DEFENDANT EVER EXHIBITED ANY TENDENCIES TOWARD VIOLENCE? IF SO, HAS HE/SHE EVER BEEN ARRESTED FOR A VIOLENT CRIME?
- ARE THERE OTHER RESIDENTS IN THE HOME WITH A TENDENCY FOR VIOLENCE?
- DOES THE DEFENDANT POSSESS ANY FIREARMS OR IS HE/SHE KNOWN TO CARRY A FIREARM?
- ARE THERE ANY VICIOUS ANIMALS OR PETS TO BE AWARE OF AT THE RESIDENCE?
- IS DEFENDANT ANTICIPATING BEING SERVED OR LIKELY TO AVOID SERVICE?
- FOR SUBSERVICE REASONS: ARE THERE OTHER FAMILY MEMBERS RESIDING IN THE HOME OVER THE AGE OF 15 YEARS OF AGE?

Please answer whichever questions you are able to and provide them to us at your first opportunity.

Regards,
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