



**LUCY ADAME-CLARK
BEXAR COUNTY CLERK
100 DOLOROSA, SUITE 104
SAN ANTONIO, TEXAS 78205**

CIVIL SERVICE REQUEST FORM

CASE NUMBER:

DATE:

ISSUANCE REQUESTED:

INITIAL CITATION (\$8)

AMENDED PETITION (\$8)

REISSUE (\$8)

CITATION BY PUBLICATION (COURTHOUSE) (\$40)

RULE 106 (\$8)

CITATION BY PUBLICATION (HART BEAT) (\$85)

TYPE OF SERVICE TO BE ISSUED:

PRIVATE PROCESS

CERTIFIED MAIL (\$85)

OUT OF COUNTY

CONSTABLE'S OFFICE (\$85)
PRECINCT _____ (PLEASE INDICATE PRECINCT #)

1. PARTY TO BE SERVED:

NAME:

ADDRESS:

CITY:

STATE:

ZIP:

HOLD FOR PICK-UP

MAIL TO CONTACT

TYPE OF SERVICE TO BE ISSUED:

PRIVATE PROCESS

CERTIFIED MAIL (\$85)

OUT OF COUNTY

CONSTABLE'S OFFICE (\$85)
PRECINCT _____ (PLEASE INDICATE PRECINCT #)

2. PARTY TO BE SERVED:

NAME:

ADDRESS:

CITY:

STATE:

ZIP:

HOLD FOR PICK-UP

MAIL TO CONTACT

CONTACT INFORMATION:

NAME:

PHONE NUMBER:

ADDRESS: