

**Medina County Court of Common Pleas  
Medina, Ohio**

\_\_\_\_\_  
*Plaintiff*

Case No. \_\_\_\_\_

vs.

\_\_\_\_\_  
*Defendant*

**INSTRUCTIONS FOR SERVICE**

- Type of Service        Certified Mail  
                                     Ordinary Mail with Certificate of Service  
                                     Sheriff – Personal Service  
                                     Sheriff – Residence Service  
                                     Foreign Sheriff \_\_\_\_\_ County - Fee Paid    
                                     Process Server

Name of Party to be Served \_\_\_\_\_

Address for Service \_\_\_\_\_

Papers to be Served (Be Specific) \_\_\_\_\_

Special Instructions \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signed