

CHRIS MacDONALD PROCESS SERVICE

PROCESS SERVERS & BAILIFFS

3045 ROBIE STREET, SUITE 201

HALIFAX, NOVA SCOTIA

B3K 4P6

PH: 902-483-2929

FAX: 902-835-8288

EMAIL: cmps@ns.sympatico.ca

WEBSITE: cmpsns.com

INSTRUCTION SHEET

(Please fill out and email back to cmps@ns.sympatico.ca)

Your name:

Your address:

Your email:

Name of the person(s) and/or company(s) you want served?

Where are they located?

Where do they work?

Description (or photo) if available:

Do you have any other information that might help or assist us in locating and serving the individual(s)? A description of them. What kind of car do they drive? Do you know their comings and goings etc.?

Would you like the affidavit of service notarized or commissioned ?

(NS & ON residents need not answer this).

Do you want the affidavit of service returned to you by courier or regular mail or (if local) filed at the court house?

Please save, print and mail, or email form to us.

Thank you for allowing us to assist you!