



# ATTORNEY SERVICE

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<b>COURT SERVICES</b>	Provide one extra copy to conform.
	FIRM: _____ DATE: _____ COURT: _____ CASE NO.: _____ CASE NAME: _____ DOCUMENTS: _____  ATTY/SECTY: _____ EXT. _____ YOUR FILE NO.: _____
<b>FIRM &amp; CASE INFORMATION</b>	
<b>CRITICAL DATES</b>	LAST DAY TO FILE _____ EXPEDITE & RETURN BY _____ HEARING SET FOR _____ AT _____ DEPT/DIV. _____
<b>FEES</b>	FEE\$ _____ ATTACHED _____ ADVANCE _____ DEFENDANT/RESPONDENT APPEARANCE FEE PAID? YES NO DATE PAID _____
	EXCLUSIVE SAME DAY NEXT DAY FILING FILE & CONFORM COURTESY COPY SASE ATTACHED RESEARCH
<b>SPECIAL INSTRUCTIONS</b>	

**FOR ACE USE ONLY**

<b>STATUS REPORT</b>	BASE CHARGE	
	RESEARCH	
	RETURN	
	WAITING TIME	
	ADVANCE FEES	
	CHECK CHARGE	
	FACSIMILE	
	<b>TOTAL</b>	

ACE (1) \_\_\_\_\_ ACE (2) \_\_\_\_\_ ACE CHECK# \_\_\_\_\_ AMOUNT\$ \_\_\_\_\_