

**CIVIL/CRIMINAL PROCESS REQUEST**

FOR EACH PARTY SERVED YOU MUST FURNISH ONE (1) COPY OF THE PLEADING.  
FOR PROTECTIVE ORDERS, FURNISH TWO (2) COPIES OF THE PLEADING PER PARTY TO BE SERVED.

CAUSE NUMBER: \_\_\_\_\_ - \_\_\_\_\_, \_\_\_\_\_

CURRENT COURT: \_\_\_\_\_

TYPE OF INSTRUMENT (See Reverse for Type): \_\_\_\_\_ QUANTITY: \_\_\_\_\_

FILE DATE OF MOTION: \_\_\_\_\_  
MONTH / DAY / YEAR

**SERVICE TO BE ISSUED ON:**

1. NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

AGENT (If Applicable): \_\_\_\_\_

TYPE OF SERVICE / PROCESS TO BE ISSUED (See Reverse for Specific Type): \_\_\_\_\_

**SERVICE BY (check one):**

- e-SERVICE  LUBBOCK CO. CONSTABLE  LUBBOCK CO. SHERIFF  
 ATTORNEY PICK-UP  CERTIFIED MAIL  MAIL  
 CIVIL PROCESS SERVER – Authorized Person to Pick-Up: \_\_\_\_\_ Phone: \_\_\_\_\_  
 PUBLICATION  POSTING  
 OTHER (Please Explain): \_\_\_\_\_

*DISTRICT ATTORNEY USE ONLY:*

- DA (Name of Person Requesting): \_\_\_\_\_ EXT: \_\_\_\_\_

**ATTORNEY (OR ATTORNEY’S AGENT) REQUESTING SERVICE:**

NAME: \_\_\_\_\_ TEXAS BAR NO. / ID NO.: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: ( \_\_\_\_\_ ) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

*FOR OFFICE USE ONLY:*

- FEES ASSESSED  - AFFIDAVIT OF INABILITY TO PAY ON FILE  - URGENT

**INSTRUMENTS TO BE SERVED:**

\_\_\_\_\_ ORIGINAL PETITION  
\_\_\_\_\_ AMENDED PETITION  
\_\_\_\_\_ SUPPLEMENTAL PETITION

\_\_\_\_\_ COUNTERCLAIM  
\_\_\_\_\_ AMENDED COUNTERCLAIM  
\_\_\_\_\_ SUPPLEMENTAL COUNTERCLAIM

\_\_\_\_\_ CROSS-ACTION  
\_\_\_\_\_ AMENDED THIRD-PARTY PETITION  
\_\_\_\_\_ SUPPLEMENTAL THIRD-PARTY PETITION

\_\_\_\_\_ INTERVENTION  
\_\_\_\_\_ AMENDED INTERVENTION  
\_\_\_\_\_ SUPPLEMENTAL INTERVENTION

\_\_\_\_\_ INTERPLEADER  
\_\_\_\_\_ AMENDED INTERPLEADER  
\_\_\_\_\_ SUPPLEMENTAL INTERPLEADER

\_\_\_\_\_ INJUNCTION  
\_\_\_\_\_ MOTION TO MODIFY/ENFORCE  
\_\_\_\_\_ SHOW CAUSE ORDER  
\_\_\_\_\_ TEMPORARY RESTRAINING ORDER

**PROCESS TYPE: (Circle)**

**NON WRIT:**

CITATION  
ALIAS CITATION  
PLURIES CITATION  
SECRETARY OF STATE CITATION  
COMMISSIONER OF INSURANCE  
HIGHWAY COMMISSIONER  
CITATION BY PUBLICATION  
NOTICE  
SHORT FORM NOTICE

PRECEPT (SHOW CAUSE)  
RULE 106 SERVICE

SUBPOENA

**WRITS:**

ATTACHMENT (PROPERTY)  
ATTACHMENT (WITNESS)  
ATTACHMENT (PERSON)

CERTIORARI

EXECUTION  
EXECUTION AND ORDER OF SALE

GARNISHMENT BEFORE JUDGMENT  
GARNISHMENT AFTER JUDGMENT

HABEAS CORPUS  
INJUNCTION  
TEMPORARY RESTRAINING ORDER

PROTECTIVE ORDER (FAMILY CODE)  
PROTECTIVE ORDER (CIVIL CODE)

POSSESSION (PERSON)  
POSSESSION (PROPERTY)

SCIRE FACIAS  
SEQUESTRATION  
SUPERSEDEAS