

Case Number: \_\_\_\_\_

## Service of Process Selection

From the options below, please select the method you would like the Clerk's office to use to forward the issued Summons and/or Writ to you for service.

\*\* You may request a party of record login through our website, [www.marioncountyclerk.org](http://www.marioncountyclerk.org), by filling out the "Registration Agreement to View Records Online" form.

**Note:** Once granted access, you can view and print documents from your cases (as specified on your registration agreement) without a watermark.

### Summons:

**Email** \_\_\_\_\_  
Email address

**Process Server** \_\_\_\_\_  
Name of Process Server

**Regular Mail:** Summons will be mailed to your address as listed on the complaint.

**Please note:** If you choose email or regular mail, it is your responsibility to forward the document(s) to the Sheriff or private process server for execution of service.

### Writ of Possession/ Replevin:

**Email** \_\_\_\_\_  
Email address

**Regular Mail:** Writ will be mailed to your address as listed on the complaint.

**Please note:** Once you receive your Writ, it is your responsibility to forward the document(s) to the Sheriff's Civil office located inside the Marion County Judicial Center at 110 NW 1st Ave, Ocala, FL 34475.

\*\*If an option is not selected, the Clerk's office will mail your document(s) to your address as listed on the complaint.

Signature \_\_\_\_\_ Phone Number \_\_\_\_\_