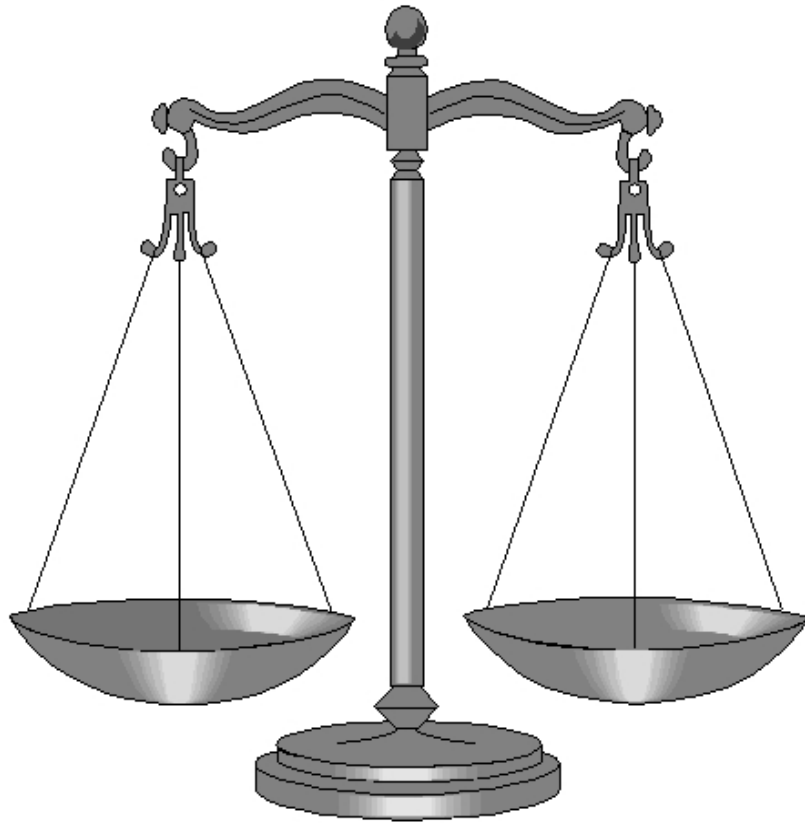


**ENFORCESERVE**

**PROCESS SERVICE:**



A Member of Servemanager/serve now.com

- PROFESSIONAL LEGAL DOCUMENT SERVING
- SPECIALIZING IN HARD TO SERVE & LOCATE

CELL : 613-790-6272

Email [enforceserve@live.ca](mailto:enforceserve@live.ca)

Request For Process Service

<mailto:enforceserve@live.ca>

Firm: \_\_\_\_\_

Document Number: \_\_\_\_\_

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

Attorney File No: \_\_\_\_\_

Date: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

*Special Service Requests*

24 Hr Service [ ] Persons Avoiding Service [ ]  
Hard to Locate [ ]

**Make First Service Attempt At**  
Residence [ ] [ ] Business

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Final Date To Serve : \_\_\_\_\_ 2011

Name of Person (s) to Appear on Affidavit of Service

\_\_\_\_\_  
ADDRESS OF PERSON (S) TO BE SERVED  
\_\_\_\_\_  
\_\_\_\_\_

*PROCESS SERVICE FEES*

**Flat Rate of \$65**

*Additional .35cents per/km surcharge  
applies outside of Ottawa area*

*Enforcerserve @ live.ca  
613-790-6272*

*Additional Services*

<b>Process Serve</b>	<b>\$65.00</b>
<b>Additional Attempts</b>	<b>\$20.00</b>

**COURT FILING & Waiting Time**                        **\$40 per/hr**

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**Travel Charge**    .35 cents  
p/km

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**Landlord Tenant Cases**                             **\$170.00 Tribunal Filing +**

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**Process Serve +**    **\$85.00**  
**Affidavit of Service**

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**Total Retainer Fee**                                 **\$300.00**

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**Occupancy Reports**                                 **\$50.00**

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**Skip Tracing**    **Call For Quote**

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**Courier Service**                                    **\$25.00 Legal doc expedite only**

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A Minimum Retainer Fee of **\$300** applies to all services performed on behalf of  
Landlord & Tenant matters.

Services to the general public require a **\$100.00 Deposit**  
**PROCESS SERVICE IS AVAILABLE THROUGHOUT ONTARIO**