



LINCOLN COUNTY SHERIFF'S OFFICE

CIVIL DIVISION

SERVICE REQUEST RETURNED

Date: _____ Deputy: _____

Person(s) to be Served: _____

Dear Plaintiff or Attorney:

We are returning your legal documents for the reason(s) checked below. Once you have corrected the following, please feel free to return them for service.

_____ In order for us to attempt service, in accordance with Maine Revised Statute, title 14, § 702, we are requesting that you send a retainer of \$ _____. Any unused portion of your retainer will be refunded or any additional charges will be billed to you. Please make check payable to **Treasurer, Lincoln County**. We only accept bank checks or money orders.

_____ We have not been paid for the last service(s) or have had a problem in the past receiving prompt payment.

_____ We need additional copies in order to attempt service.

_____ We need an original _____ for us to complete a Return-of-Service.

_____ Papers are incomplete or not completely filled out (vital information missing).

_____ Address given is a P.O. Box or a R.F.D. number. Please provide us with a street/road address.

_____ We need a Certificate of Indigence. The Office of Courts requires it in order to pay us for Service. We will also need proof of attempted service by mail if required by the Court, before we can attempt service.

_____ Address provided is not in Lincoln County.

_____ Other: _____

We are not permitted to give legal advice and do not imply that your documents may or may not meet other legal requirements. If you are not an attorney, we recommend that you consult with one.