



**GREENE COUNTY CLERK OF COURTS
ANDREW J. WILLIAMS, Clerk**

INSTRUCTIONS FOR SERVICE

TO: THE GREENE COUNTY CLERK OF COURTS

CASE NO: _____

YOU ARE INSTRUCTED TO MAKE SERVICE BY (choose method):

PERSONAL CERTIFIED MAIL REGULAR MAIL

OTHER _____

UPON:

NAME:

ADDRESS:

SPECIAL INSTRUCTIONS FOR SERVER: Please serve the above party with a copy of the:
Answer and Counterclaim

Attorney/Pro Se: _____
(Sign here)