

**COURT OF COMMON PLEAS  
CLERMONT COUNTY, OHIO**

<b>Plaintiff,</b>	:	CASE NO. _____
-vs-	:	<b>ORDER APPOINTING SPECIAL PROCESS SERVER ON A SPECIFIC CASE</b>
<b>Defendant.</b>	:	

This matter was before the Court upon the application of \_\_\_\_\_  
to be appointed as a special process server pursuant to this Court's Local Rule 12. Upon due  
consideration of the application and the supporting affidavit, the Court finds it to be well-taken.

Therefore, **IT IS HEREBY ORDERED** that \_\_\_\_\_  
shall be appointed as a special process server for this Court. This special process server is  
authorized to make service of process in any matter in which he or she **is not** a party, counsel of  
any party, a witness, a relative of any party, or an employee of any party.

**IT IS FURTHER ORDERED** that the Applicant is appointed as a one-time special  
process server solely for service of process in the above-captioned case.

**IT IS THEREFORE ORDERED** that the Clerk shall serve a certified copy of this order  
on the Applicant at the address set forth on the application and note the date of service on the  
Clerk's docket.

\_\_\_\_\_  
Judge, Common Pleas Court