

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

IN RE APPOINTMENT OF: : **CASE NO. _____MISC_____**
: **ORDER APPOINTING**
: **STANDING PROCESS SERVER**

AS SPECIAL PROCESS SERVER : **FOR ONE (1) YEAR**

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 _____
and its employees as set forth in Exhibit A and attached hereto, shall be appointed as a standing
special process server for this Court. This standing 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 term of this appointment shall be for one year
from the date of the journalization of this order. Further, not less than 30 days prior to the
termination date of this order, the applicant may reapply for appointment in the manner
prescribed by Local R. 12.

IT IS FUTHER 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.

Administrative Judge