

Plaintiff/Petitioner/Beneficiary/Landlord <i>(only the first)</i> Defendant/Respondent/Grantor/Tenant <i>(only the first)</i> Case No. County/Court:	Client/Firm: Contact: Client Billing/Reference # Attorney: Phone: <u>Budget & Time Frames:</u> <i>(see locate page for more info)</i> Routine, keep cost as low as possible. Routine, but do not exceed \$ Rush, limited time, do whatever is needed
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Locate Assets Request Form

Reason to locate assets:
 Pre-litigation for an Attorney Firm - Statute/Deadline Date:
 Post Judgment for an Attorney Firm - Date of Judgment:
 Other

Additional Service(s) Requested:
 Address search for the Subject. \$30 to \$50.
 Phone number search for the Subject. \$50 to \$100.
 Employment search for the Subject. \$295 if found. / \$95 if not found.
 Bank search (local) for the Subject. A copy of the Judgment is required. \$495 if bank(s) are located. / \$125 if none are found.

Subject's information:

Mr. Ms.

First Name / Company name *Middle Name* *Last Name*

DOB: SS#/EIN#: Phone

*\$20 will be charged if the DOB of the person is not provided. \$30 will be charged if the person's SS# is not provided.
 \$75 to \$150 will be charged if you do not provide the business tax id - EIN#. \$40 if not found.*

Last Known Address: _____

Date of last known address: _____

Helpful Information: _____

Special Instructions: _____

(This section to be completed by PI Services)

Received via: Email US mail Fax Copy of Judgement received

Service Completed: Date: ____/____/____ Time: ____:____ am / pm

Client Notified: Date: ____/____/____ Via: Email (default) US Mail

Report Saved: In Client's Digital File In PST Comments

Comments: _____

