6-07/500.10 Multiple Capacity Summons

If only one copy of the process is served, charge only one service fee, regardless of the number of capacities in which that defendant is served. GOV 26721 authorizes the fee for serving each process. If instructed to serve several copies on the defendant, charge for each process served. (Attorney General Opinion No. CV 75/307 IL, Feb. 3, 1976 (still being researched for hyperlink))

EXAMPLE: "Serve Tom Jones as an individual and Ace Distributing Company, a corporation, of which Tom Jones is the president." On the bottom of the Summons mark #1 (individual defendant) and #3 (on behalf of: ACE DISTRIBUTING COMPANY, and mark under CCP 416.10 (corporation).

Code of Civil Procedure §§
t date of service here
or partnership) CCP 416.90 (authorized per
oration) CCP 416.70 (conservatee)
CCP 416.60 (minor)
uting Company, a corporation
uting Company a garparation
tious name of (specify):
are served

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