

# NOT FOR PUBLIC ACCESS

## VITAL INFORMATION SHEET (SMALL CLAIMS/ CIVIL COURT FILINGS)

FULL NAME \_\_\_\_\_ MALE/FEMALE (Circle One)

DATE OF BIRTH \_\_\_\_\_ SOCIAL SECURITY NUMBER \_\_\_\_\_

DRIVER'S LICENSE NUMBER \_\_\_\_\_

### PHYSICAL DISCRIPTION OF THE DEFENDANT

HEIGHT \_\_\_\_\_ WEIGHT \_\_\_\_\_

HAIR COLOR \_\_\_\_\_ EYE COLOR \_\_\_\_\_

RACE \_\_\_\_\_

ANY DISTINGUISHING TRAITS: (SCARS MUSTACHE, GLASSES, TATOOS, ETC.)

\_\_\_\_\_

### VEHICLE DESCRIPTION

MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_

COLOR \_\_\_\_\_ PLATE NUMBER \_\_\_\_\_

ANY OTHER LOCATION WHERE DEFENDANT MIGHT BE EASILY LOCATED  
(i.e. Job Location, etc)

\_\_\_\_\_

\_\_\_\_\_

ANY OTHER INFORMATION THAT WILL HELP IN LOCATING DEFENDANT

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (Initial here) I UNDERSTAND THAT A BODY ATTACHMENT WILL NOT BE ISSUED FOR THE  
DEFENDANT WITHOUT A SOCIAL SECURITY NUMBER AND A DATE OF BIRTH.