



ILLINOIS ASSOCIATION OF PROFESSIONAL PROCESS SERVERS

Return to:
ILAPPS, PO Box 5359, Springfield, IL 62705

PRIOR TO SUBMISSION, YOU MUST READ BYLAWS

A check for one year membership must be submitted with this application, along with the appropriate supporting documentation that applies to your membership application. **Agency Membership** \$150 (you must submit a copy of a valid agency license. Agency membership allows for additional listings on the website to include the counties and cities where you currently have other geographical locations listed with the National Association of Professional Process Servers (NAPPS). **Individual Membership** \$75 (you must submit a copy of a valid private detective license, or if you are a PERC Employee, you must submit a letter from the Detective Agency Agent-in-Charge endorsing your application along with a copy of your PERC registration card; or if you serve process by special appointment you will need to send two letters of support from attorneys who use your services along with a copy of your most recent court motion and order of appointment. All APPLICANTS must provide a copy of a valid driver's license. Annual dues will be refunded if application is not accepted after the mandatory 30-day screening process; **Associate Membership** \$50 for those individuals and business entities who wish to support ILAPPS as a non-voting member.

Your Name: _____ Date of Birth: _____
Firm Name: _____ Your Position: _____
Mailing Address: _____ City _____ State _____ Zip: _____
Street Address: _____ City _____ State _____ Zip: _____
Telephone _____
Daytime Office _____ Toll Free _____ Residence _____ Fax _____
Business Status: Corp: _____ (Yr Incorp.) _____ Corp Subsidiary _____ DBA _____ LLC _____ Partnership _____ Sole Prop. _____

To be completed by applicants for Agency Membership or Individual Membership:

By what authority are you empowered to serve process in IL? Private Detective Court Appointment PERC Employee
Are you an Agent-in-Charge of an IL Private Det. Agency? If yes provide your Agency Lic. #117- _____ PI Lic.#115- _____.
Are you a licensed private detective? If yes, provide your Lic.#115- _____. Are you a PERC Employee? If yes, provide your registration # _____ and name of Agency with whom you are employed: _____
Have you ever been convicted of a felony? _____ (if yes, attach separate sheet with details) (see ILPPS Bylaws Art. IV. Section 6)
I have been affiliated with the profession of process serving for a period of _____ years and _____ months
From what source did you learn of ILAPPS? _____
List names of other professional associations to which you belong: _____

Please read carefully the following: I authorize the **ILLINIOS ASSOCIATION OF PROFESSIONAL PROCESS SERVERS** to investigate the statements made on this application and my qualifications for membership. I understand that membership, if granted, will be in my name MY NAME and not in the name of any company owned by me or with which I am affiliated. I further understand that my membership cannot be transferred to another person. I agree to abide by the **ILAPPS Bylaws and Code of Ethics** and to all amendments thereto. I agree to submit to binding arbitration in all disputes with ILAPPS members involving fees, work performance and professional conduct in accordance with the procedures set forth in the **ILAPPS Bylaws**.

I DECLARE UNDER PENALTY OF PERJURY THAT THE STATEMENTS MADE IN THIS APPLICATION ARE TRUE AND CORRECT.

Date: _____

Signature of Applicant

MEMBERSHIP DIRECTORY QUESTIONNAIRE

ATTENTION: The information below **will appear in your listing in the directory and on the ILAPPS website**. Make sure your information is accurate because what you put down is what gets printed. Please type or print CLEARLY.

Your Name: _____

Agency Name: _____ Agency Lic. #117- _____

Mailing Address: _____ ZIP _____
City State

Street Address: _____ Zip: _____
City State

Telephone _____
Daytime Office Toll Free Cell / Pager Fax

Email: _____ Website: _____

PI License #115- _____ * PERC Reg. # _____

List me in the directory under the CITY of _____

Services Provided: () PS Process Service
 () CF Court Filing
 () CRS Court Records Search (A copy of your PI license is required)
 () PC Photocopying
 () ST Skip Trace (A copy of your PI license is required)
 () PI Private Investigator (A copy of your PI license is required)

Other Services: (list only those services for which other members would have a need)

***Note: Illinois law requires private detectives to display your license number in advertising listing. PERC Members must list their Agency's business name and license # and the business address and contact information. PERC employees cannot list personal contact information on advertising listings.**

Do you require fees in advance? (Circle one) YES NO Amount _____

Do you charge investigation rates (time & mileage) for process service? _____ Amount _____

Counties/Areas Served (list only those areas in which you without charging an additional fee for forwarding papers)

Note: Agency membership allows for additional listings on the website to include the counties where you currently have other geographical locations listed with the National Association of Professional Process Servers (NAPPS). Please attach a list of the addresses of other geographical locations that you also serve.

I authorize publication of this information in the ILAPPS Directory _____