



# PROCESS SERVICES INC.

The Premier Florida Process Service

## Special Note

\* Never place the Personal Name of the officer holding the position, only put their title such as director or secretary, on any paper unless they are being sued individually. This applies to all State Agencies. Positions change and some offices can be difficult if they have the opportunity to be.

## Serving Division of Unemployment Compensation, Records Custodian

AWI f/k/a Division of Unemployment Compensation  
107 East Madison Street  
Tallahassee, Florida 32399

### By Serving: Records Custodian

This is the records custodian address for this agency. They accept all subpoenas for records and do require a witness fee.

Hopefully this will help you in filling out your service of process, preventing delays, numerous phone calls and having to re-do your paperwork!