

# AFFIDAVIT OF SERVICE

County of \_\_\_\_\_  
State of \_\_\_\_\_

Date: \_\_\_\_\_

1. **SERVER.** I, \_\_\_\_\_ ("Server"), declare under penalty of perjury that the following documents were delivered and served in the following manner:

2. **DOCUMENTS.** The documents served are described as:

\_\_\_\_\_.

3. **RECIPIENT.** The above-mentioned documents were delivered to:

- a) Defendant/Respondent: \_\_\_\_\_ ("Recipient")
- b) Address/Location: \_\_\_\_\_
- c) Date: \_\_\_\_\_ Time: \_\_\_\_\_ ☐ AM ☐ PM

4. **DELIVERY.** The Recipient received the documents by: (check all that apply)

☐ - **Mail.** The Server sent the documents by: (check all that apply)

- ☐ - Standard Mail
- ☐ - E-Mail
- ☐ - Certified Mail (with return receipt)
- ☐ - FedEx
- ☐ - UPS
- ☐ - Other: \_\_\_\_\_.

☐ - **Direct Service.** The Server handed the documents to a person identified as the Recipient.

☐ - **Delivery to Resident.** The Server handed the documents to someone who identified as living at the residence and stated their name is

\_\_\_\_\_.

☐ - **Delivery to Co-worker.** The Server handed the documents to someone who identified to be the Recipient's co-worker and stated their name is:

\_\_\_\_\_.

☐ - **Leaving at the Residence.** The Server left the documents in the following area: \_\_\_\_\_.

☐ - **Recipient Rejected Delivery.** The Server delivered the documents to the Recipient in-person and did not accept delivery.

☐ - **Other.** \_\_\_\_\_.

**5. VERIFICATION.** I declare under penalty of perjury under the laws of the State of \_\_\_\_\_ that the foregoing is true and correct.

**Server's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

State of \_\_\_\_\_  
County of \_\_\_\_\_

Subscribed and sworn to (or affirmed) before me on this \_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_,  
by \_\_\_\_\_, proved to me on the basis of satisfactory evidence  
to be the person who appeared before me.

WITNESS my hand and official seal.

**Signature:** \_\_\_\_\_ (Seal)

My Commission Expires: \_\_\_\_\_