**AFFIDAVIT OF SERVICE**

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

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

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_

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

**II. DOCUMENTS**. The documents served are described as: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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

1. Defendant/Respondent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (“Recipient”)
2. Address/Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_ Time: \_\_\_\_:\_\_\_\_ [ ]  AM [ ]  PM

**IV. DELIVERY**. The Recipient received the documents by: (check one)

[ ]  - **Mail.** The Server sent the documents in the mail by: (check all that apply)

[ ]  - Standard Mail

[ ]  - Electronic 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.

[ ]  - **Someone at the Residence**. The Server handed the documents to someone who identified as living at the residence and stated their name is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

[ ]  - **Someone at the Workplace**. 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**. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**V. VERIFICATION**. I declare under penalty of perjury under the laws located in this State that the foregoing is true and correct.

**Server’s Signature**: [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](https://esign.com/) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

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