

FAMILY COURT
STATE OF NEW YORK
COUNTY OF _____:

RETURN DATE: _____
PART _____
DOCKET NO. _____

**YOU
MUST
Complete
This
Section**

I, _____ being duly sworn, depose and say:
(Name of Person Making Service)

1. That I am at least 18 years of age and not a party to the above action, and reside at:

(Street) (City) (County)

2. On the _____ day of _____, 20____, at _____
(specify time)

at _____ in the City of _____, County of _____, State of New York, I personally served a copy of

- Order Petition Summons Order to Show Cause
 - Objections to Hearing Examiner Final Order Notice of Motion/Affidavit in Support
 - Rebuttal to Objections to Hearing Examiner Final Order UCCJA Notice
- on _____, in the above-mentioned action by:

**Check All
that Apply**

**If Papers
SERVED
IN
PERSON
Complete
this Section**

3. I personally served _____ copies of the said papers by
(Name of Person Served)
delivering and leaving with _____ at said time and place.
(Name / to whom papers given)

4. I knew the person so served to be _____
(Name / to whom papers given)
 the person named in said papers as the (respondent / petitioner in this action)
 I believe this person would give the papers to the Respondent / Petitioner.

5. DESCRIPTION OF PERSON SERVED:
sex: _____: color of skin: _____: hair: _____: approx. age: _____ approx. ht: _____
_____ : approx. wt. _____ : other identifying features: _____

**ONLY to be
Completed
IF MAIL
SERVICE
ORDERED
BY COURT**

6. Depositing a true copy of said papers upon _____
(Name of Person Served)
enclosed in a post-paid wrapper in the
 Post Office a Branch Post Office a Post Office Box
regularly maintained by the United States government at _____
County of _____, State of New York,
directed to _____
(Address papers mailed to)

the residence of said _____
OR _____ (Person papers mailed to)
 the address within the State designated by (him)(her) to receive communication by mail.

**YOU
MUST
Complete
This
Section**

Sworn to before me this
_____ day of _____, 20____.

(Notary Public)

(Signature / Person Serving)