

CIVIL COURT OF THE CITY OF NEW YORK
COUNTY OF _____

Index No. L&T _____

Petitioner-Landlord
– against –

AFFIRMATION OF SERVICE
(Personal Delivery)

Respondent(s)-Tenant(s)
and

Respondent(s)-Undertenant(s)

State of New York, County of _____ ss:

_____, being duly sworn, deposes and says:
Name of Server

I am 18 years of age or older and not a party to this action.

At _____ AM / PM, on _____ at _____
Time Date Address

in the County of _____, City of New York, I served the attached _____
_____ in this matter on _____ by personally

Type of Paper(s) _____ *Name of Person with whom the paper(s) were left*
delivering the said _____ to said respondent in person.

Type of Paper(s)

Description of Individual Served:

Sex: _____ Color of Skin: _____ Color of Hair: _____

Approximate Age: _____ Approximate Weight: _____ Approximate Height: _____

Other Identifying Features: _____

I am not a licensed process server and have not served more than five (5) papers this year.

I affirm this _____ day of _____, 20____, under the penalties of perjury under the laws of New York, which may include a fine or imprisonment, that the foregoing is true, and I understand that this document may be filed in an action or proceeding in a court of law.

Printed Name: _____ Signature: _____