

Petitioner-Landlord

– against –

AFFIDAVIT OF SERVICE
(Other than 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:

Type of paper(s) served

Name of Respondent as shown above

a) delivering _____ to: _____
Type of Paper(s) Served Name of person served
who was substituted for the Respondent.

Description of Individual Substituted:

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

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

Other Identifying Features: _____

b) affixing the _____ to a conspicuous part of the door of
Type of paper(s) served

Previous attempts: _____ at _____ AM/PM and _____ at _____ AM/PM.
Date Time Date Time Address

A copy of the _____ was mailed to the respondent at:
Type of paper(s) served

_____ by certified and first class mail in an envelope marked personal and confidential on _____
Address Date

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

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

Signature of Deponent

Notary Public