

PLEASE NOTE: This affidavit should be completed by the person that served the papers, whether by personal service or mail.

For help in completing this form, click on the yellow question marks or comment symbol for instructions. Please make sure that your Highlight Fields option is on so that the fields that need to be completed are light blue in color on the form. Turn it on by clicking on the Highlight Fields button that is on the far right side of the purple message bar.

X

Plaintiff(s)/Petitioner(s),

- vs -

AFFIDAVIT OF SERVICE

Index No.: _____

Defendant(s)/Respondent(s).
_____X

STATE OF NEW YORK)
COUNTY OF) ss.: ?

I, _____, being duly sworn, deposes and says:

I am not a party to this action, am over eighteen (18) years of age, and reside at:
_____.

On _____, 20____, I served a true copy of the following papers, _____, which are attached to this affidavit, in the following manner:

Personal Service
By personally delivering the papers to _____ at the following address: _____.

The individual I served had the following characteristics (check the appropriate boxes):

- | | | | |
|---------------------------------|--|---|---|
| Sex: | Age: | Height: | Weight: |
| <input type="checkbox"/> Male | <input type="checkbox"/> 14 - 17 years | <input type="checkbox"/> Under 5' | <input type="checkbox"/> Under 100 lbs. |
| <input type="checkbox"/> Female | <input type="checkbox"/> 18 - 20 years | <input type="checkbox"/> 5' 0" to 5' 3" | <input type="checkbox"/> 100 - 130 lbs. |
| | <input type="checkbox"/> 21 - 35 years | <input type="checkbox"/> 5' 4" to 5' 8" | <input type="checkbox"/> 131 - 160 lbs. |
| | <input type="checkbox"/> 36 - 50 years | <input type="checkbox"/> 5' 9" to 6' 0" | <input type="checkbox"/> 161 - 200 lbs. |
| | <input type="checkbox"/> 51 - 65 years | <input type="checkbox"/> Over 6' | <input type="checkbox"/> Over 200 lbs. |
| | <input type="checkbox"/> Over 65 years | | |

Skin Color:

- Hair Color:
- Black Brown
 - Blond Gray
 - Red White
 - Balding Bald

Other Distinguishing Features:



Mail

By depositing a true copy of the aforesaid papers in a postpaid properly addressed envelope in an official depository under the exclusive care and custody of the United States Postal Service within the State of New York addressed to:



Signature

Print Name

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

Notary Public