

CIVIL COURT OF THE CITY OF NEW YORK  
COUNTY OF \_\_\_\_\_ : PART

Index No.: \_\_\_\_\_

Petitioner,

AFFIDAVIT OF SERVICE  
BY MAIL

-against-

Respondent.

STATE OF NEW YORK  
COUNTY OF \_\_\_\_\_ ss:

\_\_\_\_\_ being duly sworn,

deposes and says:

I am over 18 years of age and not a party to this action. On \_\_\_\_\_

I served \_\_\_\_\_

upon \_\_\_\_\_, the \_\_\_\_\_ in this

proceeding, by mailing a true copy of the attached papers, enclosed and properly sealed in a

postpaid envelope, which I deposited in an official depository under the exclusive care and

custody of the United States Postal Services within the State of New York addressed to

\_\_\_\_\_ the \_\_\_\_\_

at: \_\_\_\_\_

Signature: \_\_\_\_\_

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
Notary Public or Court Employee