



PETITIONER:	CASE NUMBER:
RESPONDENT:	

3. b. on *(date)*: \_\_\_\_\_ at *(time)*: \_\_\_\_\_
- I thereafter mailed additional copies (by first-class, postage prepaid) to the respondent at the place where the copies were left (Code Civ. Proc., § 415.20b) on *(date)*: \_\_\_\_\_
- A **declaration of diligence** is attached, stating the actions taken to first attempt personal service.
- c.  **mail and acknowledgment service**, by mailing the copies to the respondent, addressed as shown in item 2, by first-class mail, postage prepaid,
- on *(date)*: \_\_\_\_\_ from *(city)*: \_\_\_\_\_
- (1)  with two copies of the *Notice and Acknowledgment of Receipt—Family Law* (form FL-117) and a postage-paid return envelope addressed to me. (Attach completed *Notice and Acknowledgment of Receipt—Family Law* (form FL-117).) (Code Civ. Proc., § 415.30.)
- (2)  to an address outside California (by registered or certified mail with return receipt requested) (Attach signed return receipt or other evidence of actual delivery to the respondent.) (Code Civ. Proc., § 415.40.)
- d.  **other** (*specify code section*): \_\_\_\_\_
- An additional page is attached.
4. The NOTICE TO THE PERSON SERVED on the *Summons* was completed as follows (Code Civ. Proc., §§ 412.30, 415.10, 474):
- a.  As an individual
- b.  On behalf of respondent who is:
- An individual (Code Civ. Procedure § 416.90)  A ward or Conservatee (Code Civ. Proc., § 416.70)
- A minor (Code Civ. Procedure § 416.60)  Other (*specify*): \_\_\_\_\_

5. **Person who served papers**

Name:

Address:

Telephone number:

I am

- a.  exempt from registration under Business and Professions Code section 22350(b).
- b.  not a registered California process server.
- c.  a registered California process server:
- (1)  Employee or independent contractor
- (2) Registration no.: \_\_\_\_\_
- (3) County: \_\_\_\_\_
- d. **The fee** for service was: \$ \_\_\_\_\_

6.  **I declare** under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

—or—

7.  **I am a California sheriff, marshal, or constable**, and I certify that the foregoing is true and correct.

Date:

\_\_\_\_\_  
(NAME OF PERSON WHO SERVED PAPERS)

▶ \_\_\_\_\_  
(SIGNATURE OF PERSON WHO SERVED PAPERS)