

AFFIDAVIT/DECLARATION OF SERVICE

IN THE MAGISTRATES' COURT
OF VICTORIA
AT

Court Number:

BETWEEN Plaintiff

OF

And Defendant

OF

Date of Document
Filed on behalf of:
Australian lawyer name:
Address:

Code:
Telephone:
Reference

I
(full name of person serving document) *(occupation)*
of *(address)*

make oath and say/declare that I served a copy of the *(document)*
together with two notices of defence on by
(name of person served)

* leaving it with *him/her personally at
(address)

* delivering it to *his/her place of residence to
(name of person given document)
a person apparently above the age of 16 years and residing there at
(address)

* delivering it to *his/her place of business at
(address)
to *(Name of person given document)*
a person apparently above the age of 16 years and apparently in charge of that business or employed in
the office of that business.

* Posting it by prepaid ordinary post at *(address)*
Addressed to *him/her at *his/her address for service at

* Leaving it at/*sending it by post to the registered office of the corporation at
(address of registered office)

on the day of , at a.m/p.m.
(Day) *(Date)* *(Month)* *(Year)* *(Time)*

* Delete if not applicable

*I acknowledge that this declaration is true and correct and I make it in the belief that a person making a false declaration is liable to the penalties of perjury.

*SWORN/ DECLARED AT

in the State of Victoria on

(date)

Signature of person making affidavit:

Before me: _____

*authorised under section 107A(1) of the **Evidence (Miscellaneous Provisions) Act 1958** to witness the signing of a statutory declaration.

*authorised under section 123C(1)) of the **Evidence (Miscellaneous Provisions) Act 1958** to take an affidavit.

(Name and address in legible writing, typing or stamp)

** Delete if not applicable*