

State Of North Dakota

In District Court

County Of _____

_____ Judicial District

_____)

Plaintiff/Petitioner,)

Case No. _____

vs)

Declaration Of Office Service

_____)

Defendant/Respondent.)

(A separate Declaration is required for each person served.)

The person serving court documents at the office states:

1. My name is _____
(person who delivered documents to the office).

2. I am at least 18 years of age. I am **not a party or interested in the above named civil matter.**

3. **List of Court Documents Served** *(write the title of each document served on a separate line. Checkmark (✓) next to each document listed):*

4. **Date, Time, and Address of Office Service:**

Date: _____ Time: _____ a.m. (or) p.m.

Address:

(street address)

(city)

(zip code)

5. Office Service:

As required by Rule 5(b)(3) of the North Dakota Rules of Civil Procedure, I served a true and correct copy of each of the court documents listed in Paragraph 3 to _____
_____ (name of person served) at the date, time and address of their office listed in Paragraph 4 by (choose one):

- leaving the court documents with _____ (name), who is a person in charge.
- leaving the court documents in a conspicuous place in the office, specifically: _____ (describe), because there is no person in charge.

I know the person I served is the person intended to be served because (explain how you identified the person): _____.

6. I declare, under penalty of perjury under the law of North Dakota, that everything I stated in this Declaration of Office Service is true and correct.

Signed on _____ (date) in _____ (city),
_____ (county), _____ (state), _____ (country).

(Signature)

(Printed Name)

(Address)

(City, State, Zip Code)

Phone Number: _____

Email Address: _____