

State Of North Dakota

In Juvenile Court

County Of \_\_\_\_\_

Case No. \_\_\_\_\_

In The Interest Of \_\_\_\_\_, DOB \_\_\_\_\_, A Child.

The State of North Dakota,

Petitioner.

vs

\_\_\_\_\_,

Respondent.

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**Declaration of Office Service**

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

**The person serving court documents at the office states:**

1. My name is \_\_\_\_\_ *(name of person who delivered court documents to the office)*.

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

**Juvenile Court matter.**

**3. List of Juvenile Court Documents Served:**

- Notice of Motion for Early Destruction of Juvenile Records
- Motion for Early Destruction of Juvenile Records
- Brief in Support of Motion for Early Destruction of Juvenile Records
- Declaration in Support of Motion for Early Destruction of Juvenile Records
- Findings of Fact and Conclusions of Law for Early Destruction of Juvenile Records (Proposed)
- Order for Early Destruction of Juvenile Records (Proposed)

**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 7(c)(2) of the North Dakota Rules of Juvenile Procedure, I served a true and correct copy of each of the court documents indicated in Paragraph 3 to \_\_\_\_\_  
\_\_\_\_\_ (*name of person served*) at the date, time and address of their office listed in Paragraph 4 by (*choose and complete 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.

**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*)

\_\_\_\_\_  
(*Telephone Number*)

\_\_\_\_\_  
(*Email Address*)