



**26th Judicial District
SelfServe Center**

**ANSWER AND COUNTERCLAIM FOR
CHILD CUSTODY**

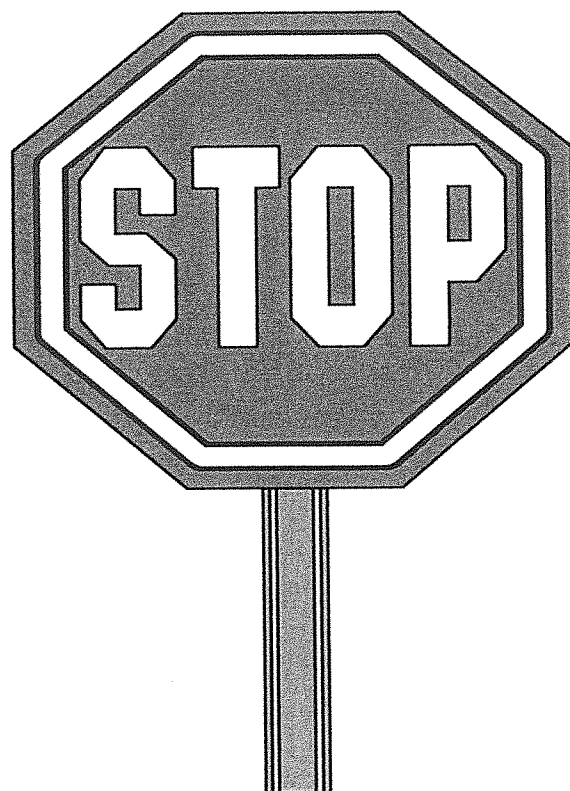
DUE TO THE CHANGING NATURE OF THE LAW, the forms and instructions contained in this packet may become outdated. You should review and research statutes and rules of procedure referenced in the instructions to ensure that the forms are accurate and current.

IN NO EVENT will the SelfServe Center Staff, Clerk of Court or anyone contributing to the production of these forms, instructions or guidelines be liable for any indirect or consequential damages resulting from use of the forms or information provided to you by the SelfServe Center.

IF THERE ARE ANY QUESTIONS in your mind concerning these forms, or your legal rights, it is strongly recommended that you consult with an attorney.

USE THESE FORMS AT YOUR OWN RISK. THESE FORMS MAY OR MAY NOT BE APPROPRIATE IN YOUR PARTICULAR CASE. ANY DESIRED OUTCOME FROM THE USE OF THESE FORMS CANNOT BE PREDICTED OR GUARANTEED. IT IS STRONGLY RECOMMENDED THAT YOU SEEK LEGAL ADVICE!

THE FILING FEE IS: _____



**PLEASE CAREFULLY READ THE FORMS AND
INSTRUCTIONS CONTAINED IN THIS PACKET.**

**IF YOU HAVE ANY QUESTIONS, PLEASE CONSULT WITH
AN ATTORNEY.**

THESE ARE EDUCATIONAL FORMS DESIGNED TO ASSIST
YOU, BUT YOU ARE REPRESENTING YOURSELF.
PLEASE REVIEW AND FOLLOW THE DIRECTIONS TO
IMPROVE YOUR PERFORMANCE IN YOUR CASE.
FAILURE TO READ AND FOLLOW THE INSTRUCTIONS
MAY ADVERSELY IMPACT YOUR CLAIM.

INTRODUCTION

What is this?

This packet of information is provided for individuals who wish to respond to a case without the assistance of an attorney. This is called a *pro se* or self represented case. If you are not sure that you want or need to go to court, please ask the SelfServe Center staff to direct you to phone numbers for lawyer referral services or the list of local attorneys willing to provide “unbundled services” (*willing to represent you for a limited portion of your case on an hourly fee basis*). Please note that this is a *process* that you will be going through. If things do not proceed as quickly as you hoped, please be patient. The goal is to provide the best and safest environment for the child. That is not a one step procedure.

How will it help me?

If you do not plan to use an attorney, this packet will guide you through the process by providing the forms and filing instructions that you will need. Since you are representing yourself, it is YOUR responsibility to ensure that these are the correct and current forms for the nature of your case. Therefore, you should review and research *applicable laws* and *rules of procedure* that apply to your type of case. If you are not able to do this, you should talk with an attorney. If at any point during the process you become confused or wish to proceed with the help of an attorney, contact the Mecklenburg County Bar Lawyer Referral Service (704) 375-0120 or the North Carolina Bar Lawyer Referral Service (800) 662-7660. The SelfServe Center also maintains a list of attorneys willing to provide “unbundled services.”

What does this mean?

Certain legal terms will be found in italics throughout. A short definition of the terms will be contained in the text. A complete legal glossary is available for your convenience in the SelfServe Center. If you still do not understand the term, consult a legal dictionary or the SelfServe Center staff. You may also want to consult the North Carolina Rules of Court or www.nccourts.org to review the local rules for Mecklenburg County. Staff CANNOT provide legal advice but can provide procedural information and definitions of legal terminology.

What is an Answer and Counterclaim for Child Custody?

The packet available in the SelfServe Center allows a Defendant to respond to a Complaint for **permanent legal custody** of a child. These forms allow you to file a document telling the judge which parts of the Plaintiff’s Complaint that you agree and disagree with, **AND ALLEGE ANY FURTHER CLAIMS AGAINST THE PLAINTIFF. YOU MUST FILE THESE DOCUMENTS WITHIN 30 DAYS OF BEING SERVED WITH THE PLAINTIFF’S COMPLAINT. THIS IS EXTREMELY IMPORTANT!!**

Can or should I file an Answer and Counterclaim for Child Custody?

Please note that the SelfServe Center staff CANNOT provide legal advice. Therefore, we cannot tell you if you should file or what you should file, but if you have been served with a Complaint for Child Custody **WITHIN THE LAST 30 DAYS** and you would like to file a response telling the judge which parts of what the Plaintiff alleges that you agree and disagree with, as well as any other claims you would like to assert, this packet is for you.

What do I do first?

1. After you get your packet, **READ THE INSTRUCTIONS!** Then fill out the forms by printing *neatly* in **black** ink. You may fill them out at home or at the courthouse. Please read the forms carefully as some have a "Verification" page. This means that they must be signed in the presence of a Notary Public. If the document does require this, do not sign until you are in front of a Notary. They can be likely found at banks, law firms, and insurance agencies. A few may also be found in the Yellow Pages. Notaries often charge a small fee and require you to show a picture ID for their services. Be sure you have your documents already notarized when you take them to the Clerk's Office to file.
2. The SelfServe Center has a video available on filing for child custody. It is suggested that you view it for procedural information.
3. After the forms are filled out and notarized, you must make 2 COPIES (one for yourself, one for the other party and the original for the file).
4. Please make sure that you have your **CASE NUMBER** on all of your documents. Take your completed forms and 2 copies to the Civil Filing Department (Clerk's Office) at 832 E. Fourth Street, Room 3725.

IMPORTANT REMINDERS BEFORE YOU BEGIN

Your case involves complicated legal issues! This packet describes the general process, but it is impossible to cover everything that may affect your rights. If you get confused you should stop and seek advice from an attorney. The staff of the SelfServe Center, Clerk of Court, Judge, or the Trial Court Administrator's Office **CANNOT GIVE YOU LEGAL ADVICE! PLEASE...**if you are thinking of contacting an attorney, do so as soon as possible. Unless there is an emergency, try to contact an attorney at least 30 days before your hearing. Waiting could decrease your chances of obtaining representation.

STEP 1

Filling out the documents

ATTENTION: If it has already been 30 days since you were served with the Complaint, you have run out of time! Do NOT file these forms.

ATTENTION: For the purposes of these documents, YOU are the DEFENDANT and the OTHER PARTY is the PLAINTIFF.

CHECKLIST

You must complete the following documents:

- ❖ **Domestic Civil Action Cover Sheet:** Fill this out and set it aside.
- ❖ **Civil Summons:** Fill this out and set it aside.
- ❖ **Answer and Counterclaim for Child Custody:** Fill this out and set it aside.
- ❖ **Verification:** This must be completed in the presence of a Notary Public.
- ❖ **Certificate of Service:** Fill this out and set it aside.
- ❖ **Affidavit of Service by Registered or Certified Mail:** Use only if you plan to serve by Certified or Registered mail.

STEP 2

Photocopying Documents

Make two (2) copies of each document contained in your form packet. Copies can be made for a fee in the Civil Files Office, Room 3342.

STEP 3

Filing the documents

Take the original documents and 2 copies to the Civil Filing Department (Room 3725). **MAKE SURE YOUR CASE NUMBER IS ON ALL OF YOUR DOCUMENTS.**

STEP 4

Service of Process

North Carolina General Statutes require that you give notice to the Plaintiff about the filing of your claim. This is known as "Service of Process." The correct way to serve the Plaintiff is determined by law. If the documents are not correctly served on the Plaintiff, the court will not hear your case.

ATTENTION: Complete the **Certificate of Service** before you serve the Plaintiff with the **Answer and Counterclaim for Child Custody** through 1st Class US Mail. The Certificate of Service is filed with the Civil Filing Department (832 E. Fourth St., Room 3725).

OR

Complete the Civil Summons if you want to serve the Plaintiff by Sheriff, Certified Mail, or Registered Mail.

For further clarification regarding service of process for written motions, see the North Carolina Rules of Court (State) Rule 4 for service by Sheriff or Certified Mail or Rule 5 by Certificate of Service.

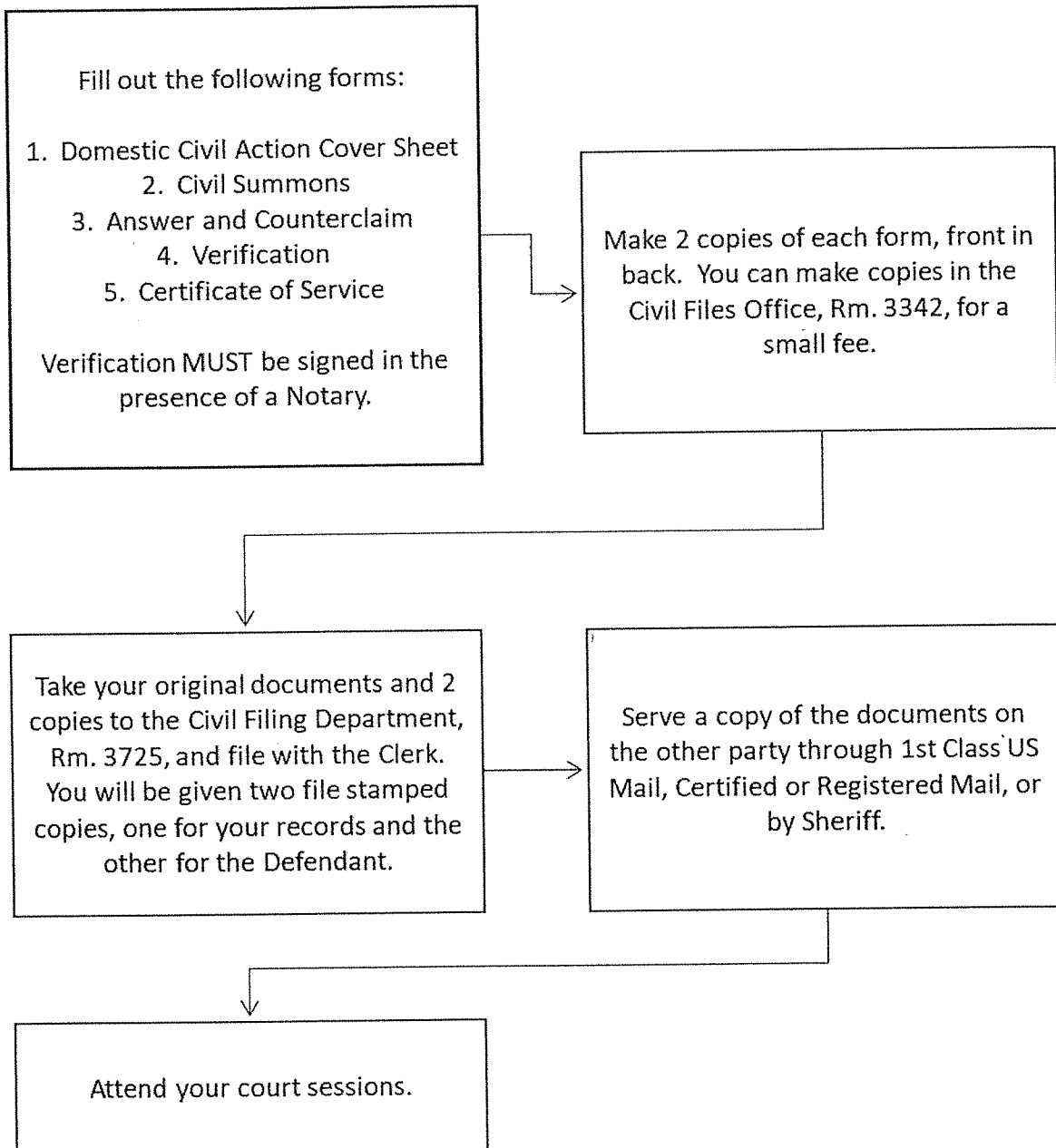
STEP 5 **Attendance**

Be sure to attend all scheduled court events on time and dress appropriately (as if you were going to a job interview). This is very important.

Lawyer Referral Services:

*Mecklenburg County Bar Lawyer Referral Service: (704) 375-0120 or www.meckbar.org
North Carolina Lawyer Referral Service: (800) 662-7660*

Steps for filing An Answer and Counterclaim for Child Custody



WHAT YOU NEED TO KNOW ABOUT MEDIATION

Once a petition has been filed and the defendant has been served, the Family Court Office will send out a "Scheduling Notice". This notice will inform the parties of the Custody Mediation Orientation (CMO) date and Parenting Education (PE) deadline. Once all parties has completed the CMO, a mediation session will be scheduled. You will either 1. Receive an appointment the day of your scheduled CMO if all parties are present. 2. Receive a letter in the mail with the scheduled day and time.

WHAT IS MEDIATION?

North Carolina law requires that the parties to a custody law suit attend mediation before the case goes to a Judge. "Mediation" is a form of alternative dispute resolution where a neutral mediator helps the parties in a dispute agree on a resolution of their legal claims against each other. The parties involved in the custody lawsuit (the mother, father, grandparent or other legal guardian) meet together with a mediator. Only individuals named in the lawsuit can wait within the mediation suite. Each person is provided an opportunity to share their concerns with the mediator and the other side while discussing the child's custody and visitation plan. Topics discussed are:

- Physical custody--(where the children will live, visitation schedule for the weekends, holidays, summer and school breaks).
- Legal Custody -Major Decision Making for the child (non-emergency medical, educational, and religious).

Finances are NOT discussed in custody mediation including child support, who files for taxes, and who pays for health insurance for the child. The goal of mediation is to agree on a plan for custody and visitation that both parties can agree too.

WHO IS THE MEDIATOR?

The mediator is a neutral third party who helps assist parties in reaching a parenting agreement. They are Masters Level trained professional with several hours of mediation training. The mediator will not decide who is right or wrong nor force anyone to agree to anything. The mediator is appointed and paid by the Court.

WHERE IS THE MEDIATION HELD?

The mediation is held at the courthouse in suite 8510 (8th floor) or other location typically in the county where the lawsuit has been filed.

WILL ATTORNEYS BE THERE?

No. Attorneys are not allowed in the mediation session.

WHAT HAPPENS IF WE REACH AN AGREEMENT?

The mediator will draft the custody and visitation agreement in writing and mail a copy of the draft to all parties for review. This agreement is called a "Parenting Agreement" (PA). Each party will sign and have the parenting agreement notarized and mail back to the mediation office or come in person and sign. In person signatures require a government issued ID. After the parties sign the parenting agreement, the Family Court Judge signs it, making it become a legal court order. You will receive the file stamped copy in the mail once the parenting agreement has become a court order.

WHAT IF ONE PARTY WANTS TO CHANGES THE PARENTING AGREEMENT BEFORE IT IS SIGNED?

If one party wants to make changes the parenting agreement before the parenting agreement is signed, he/she can contact the mediator. However, in order for any changes to be made both parties will have to agree to the proposed changes.

If either party is interested in changing the parenting agreement after it is signed by the parties and Judge, a motion must be filed. It is the responsibility of the party filing the motion to have the other party served with the modification. The parties are required to return to mediation to make an effort to resolve the matter prior to going before the courts. All parties named on the motion will receive a letter informing them of their scheduled mediation session date and time.

WHAT IF ONE SIDE VIOLATES THE PARENTING AGREEMENT?

The non-violating party can file a motion to have the violating party held in "contempt of court" for violating the order. The Court can punish the other side if the Agreement is violated; or the Court can modify the Agreement.

WHAT IF WE DO NOT REACH AN AGREEMENT AT MEDIATION?

Your case will be referred back to Family Court and placed on the calendar to be heard in court and decided by a Judge.

WHAT ARE BENEFITS OF REACHING AN AGREEMENT AT MEDIATION?

Mediation is usually quicker than going to court to get a decision. You can avoid the possibility of a Judge ruling against you. It is less of an emotional trauma than going to Court. You can save yourself and witnesses the time, inconvenience and embarrassment of testifying in court.

ARE THERE ANY EXCEPTIONS TO MEDIATION?

Except in approved situations, all custody cases go to mediation. A party has to petition the court to have a mediation waived. Until the "waiver" is signed by a Judge, mediation is not "waived". Mediation MAY be "waived" (not required) in these situations:

- One of the parties lives more than 100 miles from the Court
- The parties have agreed to private mediation (subject to approval from the Court)
- The other party has abused or neglected the child(ren) involved in the case
- The other party suffers from alcoholism or abuses drugs or abuses the parent who is filing the case
- The other party suffers from severe psychological, psychiatric or emotional problems

STATE OF NORTH CAROLINA

File No.

_____ County

In The General Court Of Justice
District Court Division

Name And Address Of Plaintiff 1

Name And Address Of Plaintiff 2

DOMESTIC

CIVIL ACTION COVER SHEET

INITIAL FILING SUBSEQUENT FILING

Rule 5(b), Rules of Practice For Superior and District Courts

VERSUS

Jury Demanded In Pleading? No Yes

Name Of Defendant 1

Name And Address Of Attorney Or Party, If Not Represented (complete for initial appearance or change of address)

Summons Submitted Yes No

Telephone No. Cellular Telephone No.

Name Of Defendant 2

NC Attorney Bar No. Attorney E-Mail Address

Initial Appearance in Case Change of Address

Summons Submitted Yes No

Name Of Firm

Counsel for
 All Plaintiffs All Defendants Only (List party(ies) represented)

FAX No.

TYPE OF PLEADING

CLAIMS FOR RELIEF

(check all that apply)

(check all that apply)

- Amended Answer/Reply (AMND-Response)
- Amended Complaint (AMND)
- Answer/Reply (ANSW-Response)
- Complaint (COMP)
- Confession Of Judgment (CNFJ)
- Contempt (CNTP)
- Continue (CNTN)
- Compel (CMPL)
- Counterclaim vs. (CTCL) Assess Counterclaim Costs
- Extend Time For An Answer (MEOT-Response)
- Modification Of Alimony (MALI)
- Modification Of Custody (MCUS)
- Modification Of Support in non-IV-D cases (MSUP)
- Modification Of Visitation (MVIS)
- Rule 12 Motion In Lieu Of Answer (MDLA)
- Sanctions (SANC)
- Show Cause (SHOW)
- Transfer (TRFR)
- Vacate/Modify Judgment or Order (VCMD)
- Other (OTHR):

- Alimony (ALIM)
- Annulment (ANUL)
- Child Support (CSUP)
- Custody (CUST)
- Divorce (DIVR)
- Divorce From Bed And Board (DIVB)
- Domestic Violence (DOME)
- Equitable Distribution (EQUD)
- Medical Coverage (MEDC)
- Paternity (PATR)
- Possession Of Personal Property (POPP)
- Post Separation Support (PSSU)
- Reimbursement For Public Assistance (RPPA)
- Visitation (VIST)
- Other: (specify and list separately)

Date

Signature Of Attorney/Party

NOTE: All filings in civil actions shall include as the first page of the filing a cover sheet summarizing the critical elements of the filing in a format prescribed by the Administrative Office of the Courts and the Clerk of Superior Court shall require a party to refile a filing which does not include the required cover sheet. For subsequent filings in civil actions, the filing party must include a Domestic (AOC-CV-750), Motions (AOC-CV-752), or Court Action (AOC-CV-753) cover sheet.

STATE OF NORTH CAROLINA

File No.

_____ County

In The General Court Of Justice
 District Superior Court Division

Name Of Plaintiff

Address

City, State, Zip

VERSUS

CIVIL SUMMONS

ALIAS AND PLURIES SUMMONS (ASSESS FEE)

G.S. 1A-1, Rules 3 and 4

Name Of Defendant(s)

Date Original Summons Issued

Date(s) Subsequent Summons(es) Issued

To Each Of The Defendant(s) Named Below:

Name And Address Of Defendant 1

Name And Address Of Defendant 2



IMPORTANT! You have been sued! These papers are legal documents, DO NOT throw these papers out! You have to respond within 30 days. You may want to talk with a lawyer about your case as soon as possible, and, if needed, speak with someone who reads English and can translate these papers!

¡IMPORTANTE! ¡Se ha entablado un proceso civil en su contra! Estos papeles son documentos legales. ¡NO TIRE estos papeles!

Tiene que contestar a más tardar en 30 días. ¡Puede querer consultar con un abogado lo antes posible acerca de su caso y, de ser necesario, hablar con alguien que lea inglés y que pueda traducir estos documentos!

A Civil Action Has Been Commenced Against You!

You are notified to appear and answer the complaint of the plaintiff as follows:

1. Serve a copy of your written answer to the complaint upon the plaintiff or plaintiff's attorney within thirty (30) days after you have been served. You may serve your answer by delivering a copy to the plaintiff or by mailing it to the plaintiff's last known address, and
2. File the original of the written answer with the Clerk of Superior Court of the county named above.

If you fail to answer the complaint, the plaintiff will apply to the Court for the relief demanded in the complaint.

Name And Address Of Plaintiff's Attorney (if none, Address Of Plaintiff)

Date Issued

Time

AM PM

Signature

Deputy CSC Assistant CSC Clerk Of Superior Court

ENDORSEMENT (ASSESS FEE)

This Summons was originally issued on the date indicated above and returned not served. At the request of the plaintiff, the time within which this Summons must be served is extended sixty (60) days.

Date Of Endorsement

Time

AM PM

Signature

Deputy CSC Assistant CSC Clerk Of Superior Court

NOTE TO PARTIES: Many counties have **MANDATORY ARBITRATION** programs in which most cases where the amount in controversy is \$25,000 or less are heard by an arbitrator before a trial. The parties will be notified if this case is assigned for mandatory arbitration, and, if so, what procedure is to be followed.

(Over)

RETURN OF SERVICE

I certify that this Summons and a copy of the complaint were received and served as follows:

DEFENDANT 1

<i>Date Served</i>	<i>Time Served</i> <input type="checkbox"/> AM <input type="checkbox"/> PM	<i>Name Of Defendant</i>
--------------------	---	--------------------------

- By delivering to the defendant named above a copy of the summons and complaint.
- By leaving a copy of the summons and complaint at the dwelling house or usual place of abode of the defendant named above with a person of suitable age and discretion then residing therein.
- As the defendant is a corporation, service was effected by delivering a copy of the summons and complaint to the person named below.

Name And Address Of Person With Whom Copies Left (if corporation, give title of person copies left with)

- Other manner of service (*specify*)

- Defendant WAS NOT served for the following reason:

DEFENDANT 2

<i>Date Served</i>	<i>Time Served</i> <input type="checkbox"/> AM <input type="checkbox"/> PM	<i>Name Of Defendant</i>
--------------------	---	--------------------------

- By delivering to the defendant named above a copy of the summons and complaint.
- By leaving a copy of the summons and complaint at the dwelling house or usual place of abode of the defendant named above with a person of suitable age and discretion then residing therein.
- As the defendant is a corporation, service was effected by delivering a copy of the summons and complaint to the person named below.

Name And Address Of Person With Whom Copies Left (if corporation, give title of person copies left with)

- Other manner of service (*specify*)

- Defendant WAS NOT served for the following reason:

<i>Service Fee Paid</i> \$	<i>Signature Of Deputy Sheriff Making Return</i>
<i>Date Received</i>	<i>Name Of Sheriff (type or print)</i>
<i>Date Of Return</i>	<i>County Of Sheriff</i>

STATE OF NORTH CAROLINA
COUNTY OF MECKLENBURG

IN THE GENERAL COURT OF JUSTICE
DISTRICT COURT DIVISION
_____-CVD-_____()

_____,)
)
Plaintiff,)
)
_____,)
)
Defendant.)
)
_____)

ANSWER AND COUNTERCLAIM TO
COMPLAINT FOR CHILD CUSTODY

COMES NOW, Defendant, _____ alleging
(Insert name)
and saying as follows:

1. Defendant admits the allegations contained in paragraph(s) *(insert the paragraph number(s) from the Complaint that you agree with)* _____ of the Complaint.
2. Defendant denies the allegations contained in paragraph(s) *(insert the paragraph number(s) from the Complaint that you do not agree with)* _____ of the Complaint.
3. After investigation, defendant lacks sufficient knowledge and information to form an opinion as to the truth or falsity of the matters alleged in paragraph(s) *(insert the paragraph number(s) that you do not know to be true or false because you do not have enough information to say whether they are true or false)* _____ of the Complaint; the allegations are therefore denied with proof demanded at trial.

COUNTERCLAIM

I, the Defendant, for a Counterclaim for custody against Plaintiff, alleges as follows:

1. That Plaintiff is a citizen and resident of _____.
(insert county and state)
2. That Plaintiff has been a resident of said county and state since _____.
(insert length of residency)
3. That Defendant is a citizen and resident of _____.
(insert county and state)
4. That Defendant has been a resident of said county and state since _____.
(insert length of residency)

5. That Defendant's relationship to child(ren) is as follows:

[insert relationship to child(ren)]

6. That the name(s) and date(s) of birth of the parties' child(ren) is/are:

Name _____ ; d/o/b _____
Name _____ ; d/o/b _____
Name _____ ; d/o/b _____

7. That the Plaintiff's standing to bring the civil action is as follows:

[insert Plaintiff's relationship to child(ren)]

8. That during the past five years (or since birth if the child is less than five years old), the child/children have lived with:

Name of child _____, d/o/b _____, birthplace _____.

PERIOD	ADDRESS	PERSON LIVED WITH	PRESENT ADDRESS
_____ to present	_____	_____	_____
_____ to _____	_____	_____	_____
_____ to _____	_____	_____	_____

Name of child _____, d/o/b _____, birthplace _____.

PERIOD	ADDRESS	PERSON LIVED WITH	PRESENT ADDRESS
_____ to present	_____	_____	_____
_____ to _____	_____	_____	_____
_____ to _____	_____	_____	_____

(If there are more than two children, insert additional sheets.)

9. That I (have) (have not) participated as a (party) (witness) (other capacity) in litigation concerning the custody of the minor child in (this) (another) State, viz.

(If answer is affirmative, give details, stating capacity, name and address of court)

10. That I (have) (do not have) information of any custody proceeding concerning a child mentioned above pending in a Court of this or any other State.
(If answer is affirmative, give details)

11. That I (know) (do not know) of a person who has physical custody of the child

(Name) (Address)

or claims to have custody or visitation rights with respect to the child, viz.:

(Name) (Address)

12. The District Court in Mecklenburg County has personal jurisdiction over the parties and subject matter jurisdiction (including jurisdiction under the Uniform Child Custody Jurisdiction Act) to decide the claim(s) and render a custody determination in this action.

13. Venue of this action is proper in Mecklenburg County, North Carolina.

CUSTODY COUNTERCLAIM

14. Defendant is a fit and proper person to have primary custody of the aforesaid minor child/children and an award of custody would best promote the interests and welfare of the aforesaid minor child/children.

PRAYER FOR RELIEF

WHEREFORE, defendant prays the Court for relief as follows:

1. ____ That custody of the minor child/children be awarded to Defendant.
2. ____ That Plaintiff be taxed with the costs of this action.
3. ____ That Defendant have and recover such other and further relief as the court may deem just and proper.

This ____ day of _____, 20 ____.

(Signature of Defendant)

(Address and phone number of Defendant)

STATE OF NORTH CAROLINA)
)
COUNTY OF MECKLENBURG)

VERIFICATION

I, _____, being first duly sworn, deposes and
(Defendant insert your name here)
says that he/she is the Defendant in this matter, that he/she has read and understood this

ANSWER AND COUNTERCLAIM and knows the contents to be true of his/her own personal
knowledge, except for those matters and things set forth upon information and belief, and as to those
matters and things, he/she believes them to be true.

(Sign in the Presence of the Notary Public)

Sworn to and subscribed before me this ____ day of _____, _____.

Notary Public

My commission expires: _____.

CERTIFICATE OF SERVICE

I hereby certify that I have served this Answer and Counterclaim on the Plaintiff by delivering a copy of this Answer and Counterclaim to the US Postal Service, in an envelope with postage paid, addressed to the Plaintiff as follows: *(insert name and address of Plaintiff below)*

This the _____ day of _____, _____.

(date) (month) (year)

(Defendant sign your name here)

STATE OF NORTH CAROLINA

File No.

_____ County

In The General Court Of Justice
 District Superior Court Division

Name Of Plaintiff(s)

AFFIDAVIT OF SERVICE OF PROCESS BY

- REGISTERED MAIL
- CERTIFIED MAIL
- DESIGNATED DELIVERY SERVICE

G.S. 1-75.10(a)(5), (a)(6); 1A-1, Rule 4(j2)

VERSUS

Name Of Defendant

I, the undersigned, did mail by registered mail (return receipt requested), certified mail (return receipt requested),
 designated delivery service (delivery receipt requested),
 a copy of the summons and complaint and other document(s) (list) _____

in the above captioned action to (name of person to be served) _____,
 addressed as follows: _____

Further, that copies of the summons and complaint and the above listed other document(s) (check, if applicable) were in fact
 received by the defendant on (date of receipt) _____, as evidenced by the attached original receipt.
 (Attach original receipt or electronic proof of signature confirmation to this affidavit.)

SWORN/AFFIRMED AND SUBSCRIBED TO BEFORE ME

Signature Of Plaintiff/Attorney

Date

Signature Of Person Authorized To Administer Oaths

Name (type or print)

Title Of Person Authorized To Administer Oaths

Notary

Date My Commission Expires

SEAL

County Where Notarized