

To be inserted by Court

Case Number:

Date Filed:

FDN:

CERTIFICATE OF PROOF OF SERVICE

[*SUPREME/DISTRICT/MAGISTRATES/YOUTH/ENVIRONMENT RESOURCES AND DEVELOPMENT*] Select one
 COURT OF SOUTH AUSTRALIA
 SPECIAL STATUTORY JURISDICTION

[**FULL NAME**]
Applicant

[**FULL NAME**]
Respondent

Next box displayed unless filed by Registrar

Lodging party		
<small>If applicable</small>	<small>Party title</small>	<small>Full Name of party</small>
Name of law firm/office		
<small>If applicable</small>	<small>Law firm/office</small>	<small>Responsible Solicitor</small>
Name of authorised officer		
<small>If body corporate and no law firm/office</small>	<small>Full Name</small>	

Next box displayed if filed by Registrar

Name of authorised registry officer		
	<small>Title</small>	<small>Full Name of officer</small>

Certifying Process Server

Name			
	<small>Full Name</small>		
Public office held			
	<small>Instrumentality or agency and position</small>		
Address	<small>Street Address (including unit or level number and name of property if required)</small>		
	<small>City/town/suburb</small>	<small>State</small>	<small>Postcode</small>
	<small>Country</small>		
	<small>Email address</small>		

Proof of Service

I certify that:

1. I served the *[party title]* *[name of person served]*
on *[date of service]*
between the hours of *[time]* and *[time]*
at *[service location]*
with the *[name, date and if applicable FDN and Order Identifier of document]* in this matter provision for multiple documents served
by *[service method]* eg for personal service – by handing it to the person served, who I identified as *[name]* by *[how identified]*
2. if applicable At the time of service the person served stated *[record what the person served said]*.
3. *[any other matter]*

Note

- ☐ The *[name, date and if applicable FDN and Order Identifier of document]* provision for multiple documents served *[is/are]* attached to this Certificate.
- ☐ The *[name, date and if applicable FDN and Order Identifier of document]* provision for multiple documents served *[is/are]* already on the Court file and not attached to this Certificate.

CERTIFIED

at *[place]*
on *[date]*

.....
Signature of Process Server/Registry Officer

.....
Name printed

.....
Date