

# Affidavit of Process Server

(NAME OF COURT)

VS

PLAINTIFF/PETITIONER

DEFENDANT/RESPONDENT

CASE NUMBER

I, JOSEPH IANNAZZI, being duly sworn, depose and say: I am over the age of 18 years and not a party to this action, and that within the boundaries of the state where service was effected, I was authorized by law to make service of the documents and informed said person of the contents herein

Recipient Name: \_\_\_\_\_

Address: \_\_\_\_\_

Documents: \_\_\_\_\_

## Manner of Service:

**Personal:** By personally delivering copies to the person being served.

**Substituted at Residence:** By leaving copies at the dwelling house or usual place of abode of the person being served with a member of the household over the age of 15 and explaining the general nature of the papers and stated their name is:

**Substituted at Business:** By leaving, during office hours, copies at the office of the person/entity being served with the person apparently in charge thereof.

**Posting:** By posting copies in a conspicuous manner to the front door of the person/entity being served.

**Non-Service:** After due search, careful inquiry and diligent attempts at the address(es) listed above, I have been unable to effect process upon the person/entity being served because of the following reason(s):

☐ Unknown at Address    ☐ Moved, Left no Forwarding    ☐ Service Cancelled by Litigant    ☐ Unable to Serve in Timely Fashion  
☐ Address Does Not Exist    ☐ Other \_\_\_\_\_

**Service Attempts:** Service was attempted on: (1) \_\_\_\_\_ (2) \_\_\_\_\_  
DATE TIME DATE TIME

(3) \_\_\_\_\_ (4) \_\_\_\_\_ (5) \_\_\_\_\_  
DATE TIME DATE TIME DATE TIME

Additional Comments:

*Proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.*

JOSEPH IANNAZZI  
PSL 2025-5

Date

Notary Public

Date

Commission Expires