

<b>MOTION FOR SERVICE BY ALTERNATE MEANS AND AFFIDAVIT OF DILIGENT SEARCH</b>	Docket No. _____	<b>Commonwealth of Massachusetts The Trial Court Probate and Family Court</b>
Case Name _____	Division _____	

I am requesting the court to allow me to (*check only **ONE** option*):

☐ Provide service **by publication only** in a newspaper of general circulation in the location that will most reasonably provide actual notice of this case.

☐ Provide service by publication in a newspaper of general circulation in the location that will most reasonably provide actual notice of this case **AND** by mailing a copy of the notice by registered or certified mail to the person's last known address.

☐ Provide service by another means not prohibited by law ☐ Please specify: **OR** ☐ instruct me how to provide notice.

\_\_\_\_\_

<b>GENERAL INFORMATION</b>
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The undersigned hereby swears or affirms that the following information is true:

1. I am required to serve notice on \_\_\_\_\_ and I cannot do so after a diligent search. To the best of my knowledge, this person is not a minor or an incapacitated or protected person. The last known address that I have for this person is:

Name

**OR** ☐ Unknown

\_\_\_\_\_

Last Known Street Address \_\_\_\_\_

\_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

The person last lived at this address on or about \_\_\_\_\_ . I do not know any other address for this person.

(Date)

The last time I saw, heard from, or had contact with the person to be served was on \_\_\_\_\_ .

(Date)

<b>ATTEMPTS TO LOCATE</b>
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2. I have made the following efforts to find this person (*check all that apply*):

☐ Phone/Text. I called and/or texted this person at their last known phone number of: \_\_\_\_\_

(Phone Number)

I received the following response back (*explain what, if any, response you received*): \_\_\_\_\_

\_\_\_\_\_

☐ Email. I emailed the person at their last known e-mail address of: \_\_\_\_\_

(Email Address)

I received the following response back (*explain what, if any, response you received*): \_\_\_\_\_

\_\_\_\_\_

<div style="border-bottom: 1px solid black; margin-bottom: 5px; width: 80%; margin-left: auto; margin-right: auto;"></div> <div style="text-align: center; font-size: small;">Case Name</div>	Docket No.
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- ☐ Social Media. I looked for the person on these social media sites (*please list and explain what, if any, response you received*):

Social Media Site	Date	Response

- ☐ Internet searches. I completed a search on these websites (*please list and explain what, if any, response you received*):

Website	Date	Response

- ☐ Child Support. I have a child support case with this person. I contacted the Department of Revenue, Child Support Enforcement Division and they will not release any information to me.

- ☐ Friends/Family/Employer/Landlord/Neighbors. I contacted the following people who told me:

Name of Person Contacted	Relationship	Date	What They Told Me

- ☐ Military. I went to the Defense of Manpower Data Center (DMDC) website, <https://scra.dmdc.osd.mil>, and submitted a "Single Record Request" to obtain a report certifying the active duty status of the person, a copy of which is attached.

- ☐ Other. I made the following other efforts to locate the person (*describe anything else you did to try to find the person*):

### ATTEMPTS TO SERVE, if applicable

3. I have made the following efforts to serve this person:

#### PETITION TO CHANGE NAME OF MINOR ONLY:

- ☐ I mailed a copy of the petition and citation by certified or registered mail on \_\_\_\_\_ to \_\_\_\_\_<sup>(Date)</sup> the last known home address listed above, return receipt requested (*attach proof of certified or registered mailing, including proof of any delivery, attempted delivery or non delivery*).

- ☐ The Sheriff's Department, a constable, or other disinterested person authorized by law attempted to serve the person but was not able to do so. I have been provided with an affidavit concerning attempts made to serve the person, a copy of which is attached.

- ☐ I have not attempted service because I do not know the person's whereabouts, current address, last known address, or their last known address is my current address.

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**SIGNED UNDER THE PENALTIES OF PERJURY**

I certify under the penalties of perjury that the foregoing statements are true to the best of my knowledge and belief.

Date: \_\_\_\_\_ Signature \_\_\_\_\_

Information on Attorney, if any

\_\_\_\_\_  
(Print name)

\_\_\_\_\_  
(Address)                      (Apt, Unit, No. etc.)

\_\_\_\_\_  
(City/Town)                      (State)                      (Zip)

Primary Phone #: \_\_\_\_\_

B.B.O. # \_\_\_\_\_

Email: \_\_\_\_\_

↓ ↓    **FOR COURT USE ONLY**    ↓ ↓

The within motion is hereby

- ☐ **Allowed.**
- ☐ Service to be completed by publication only in a newspaper of general circulation in the location that will most reasonably provide actual notice of this case.
  - ☐ Service to be completed by publication in a newspaper of general circulation in the location that will most reasonably provide actual notice of this case **AND** by mailing a copy of the notice by registered or certified mail to the person's last known address.
  - ☐ Service is accepted as rendered.
  - ☐ Other:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ **Denied.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_ Judge of the Probate and Family Court \_\_\_\_\_