



HM Courts &  
Tribunals Service

**Courts and Tribunals Service Centre**

c/o HMCTS Digital Divorce

PO Box 12706

Harlow

CM20 9QT

Email: [divorcecase@justice.gov.uk](mailto:divorcecase@justice.gov.uk)

Phone: 0300 303 0642

Test Addressee

Example Bailiff Court

Test Court Address

Address Line 2

Test City

Test Postcode

**Request for court bailiff service**

**Case number: LV17D80102**

15 Oct 2020

**Re: Applicant Baker vs Respondent Baker**

Please find attached one copy of:

- AOS invitation letter
- Divorce petition
- D89: Request for personal service by a court bailiff form
- Bailiff service order
- Postal return cover sheet
- Certificate of service form

**After the Bailiff has completed attempting to serve the respondent, please return the completed Certificate of Service form along with the cover sheet to:**

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