

SERVICE OTHER THAN BY VIRGINIA SHERIFF

COMMONWEALTH OF VIRGINIA Va. Code §§ 8.01-296, 8.01-320, 8.01-325, 8.01-511

Case No.

..... [] General District Court [] Juvenile and Domestic Relations District Court

..... v./In re:

is the name and address of the person upon whom service of the following is to be made.

[] Warrant in Debt [] Summons for Unlawful Detainer [] Visitation [] Garnishment Summons [] Custody [] Support

[]

I, the undersigned, swear/affirm that:

1. [] I am an official or an employee of an official who is authorized to serve process of type described in the attached PROOF OF SERVICE and my title and bailiwick are:

OR

[] I am a private process server: NAME

..... ADDRESS AND TELEPHONE NUMBER

OR

[] I am an investigator employed by the Indigent Defense Commission serving a witness subpoena while engaged in the performance of my official duties.

OR

[] I am an investigator employed by an attorney for the Commonwealth serving process while engaged in the performance of my official duties. I affirm that the sheriff for the jurisdiction where process was served has agreed that I may serve process. (List sheriff's name, title and agency below).

..... NAME AND TITLE

..... AGENCY

- 2. I am not a party to, or otherwise interested in, the subject matter in controversy in this case.
3. I am 18 years of age or older.
4. I served, as shown below, the above-named person upon whom service of process was to be made with copies described above.

Date and time of service:

Place of service:

..... STREET ADDRESS, CITY AND STATE

Method of service:

[] Personal Service [] Other (allowed only in Virginia)

(If served outside of Virginia, use only Personal service.)

[] Being unable to make personal service, a copy was delivered in the following manner:
[] Delivered to family member (not temporary sojourner or guest) age 16 or older at usual place of abode of party named above after giving information of its purport. List name, age of recipient, and relation of recipient to party named above.

[] Posted on front door or such other door as appears to be the main entrance of usual place of abode (other authorized recipient not found).

[] (Garnishment Summons Only) Copy mailed to judgment debtor after serving the garnishee on date of service below unless a different date of mailing is shown.

..... DATE OF MAILING

[] Not Found

..... DATE OF SIGNATURE

..... SIGNATURE OF PERSON SERVING

Name (print or type):

State of [] City [] County of

Subscribed and sworn to/affirmed before me this day by

..... DATE

..... NOTARY PUBLIC (My Commission Expires:)

..... NOTARY REGISTRATION NUMBER