

**24TH JUDICIAL DISTRICT COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA**

NO.

DIVISION

vs.

AFFIDAVIT OF SERVICE VIA CERTIFIED MAIL

STATE OF _____

PARISH/COUNTY OF _____

BEFORE ME, the undersigned notary public, personally came and appeared:

Plaintiff / Defendant (circle one) in the above captioned matter, who after being duly sworn, did state that:

1: A certified copy of the _____ [Title of Pleading Served]

was mailed to _____ [Other party being served]

via _____ [Name of delivery service or U.S. Postal Service].

at their last known address [City, State, and Zip here]: _____

2. That the mailing was accepted and signed on behalf of Plaintiff / Defendant (circle one) by

_____ [Name of Person who Signed]

on _____ [date of delivery] as reflected on the proof attached as Exhibit "A"

Respectfully submitted,

_____ (Signature)

_____ (Print Name)

_____ (Address)

_____ (City/State/Zip Code)

_____ (Phone Number)

SWORN TO AND SUBSCRIBED before me this _____ day of _____, 20 ____.

NOTARY PUBLIC

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“EXHIBIT A”

*Attach original return receipt here
(ex: green card from the USPS)*