

Code: 1067

Name:

Address:

Telephone:

Email:

Self-Represented Litigant

IN THE FAMILY DIVISION  
OF THE SECOND JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA  
IN AND FOR THE COUNTY OF WASHOE

\_\_\_\_\_,

Plaintiff / Petitioner,

Case No. \_\_\_\_\_

vs.

Dept. No. \_\_\_\_\_

\_\_\_\_\_,

Defendant / Respondent.

/

**DECLARATION OF PERSONAL SERVICE**

*(To be filled out and signed by the person who served the other party.)*

I, *(name of person who completed service)* \_\_\_\_\_, declare:

1. I am not a party to this action and am over 18 years of age.
2. I am not a licensed process server; I am a natural person serving legal process without compensation, not more than three times per year, on behalf of a litigant who is a natural person, and therefore I am not required to be licensed pursuant to NRS 648.063(2).
3. I was able to complete service.
4. I personally delivered and left the document(s) with:

**The person to the case (Defendant / Respondent).** I served the documents on the party at the location below.

Name of person served: \_\_\_\_\_

Address of where served: \_\_\_\_\_

**A person who lives with the person to the case.** I served the document(s) on a person of suitable age and discretion who lives with the party at the location below.

Name of person served: \_\_\_\_\_

Address of where served: \_\_\_\_\_

5. I served the following documents: (*check all that apply*)

Summons;  
 Complaint / Petition;  
 Notice of Case Management Conference;  
 Motion to (*Name of Motion*) \_\_\_\_\_  
; \_\_\_\_\_;  
 Other: \_\_\_\_\_.

6. Service was completed on:

(date) \_\_\_\_\_, at the hour of \_\_\_\_\_  A.M. or  P.M.

This document does not contain the personal information of any person as defined by NRS 603A.040.

I declare under penalty of perjury under the law of the State of Nevada that the foregoing is true and correct.

*(The information below is of the person who completes service)*

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

Printed Name: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

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

The penalty for willfully making a false statement under penalty of perjury is a minimum of 1 year, and a maximum of 4 years in prison, in addition to a fine of not more than \$5,000.00. N.R.S. § 199.145.