

Certificate of Service

Form 7

Provincial Court Family Rules
Rules 2, 27, 68, 77, 80, 136 and 183

COURT STAMP

Registry location:

Court file number:

Last names of parties:
Party 1/Party 2

Document number:
For registry use only

This Certificate of Service provides proof of service of court documents.

I certify that:

I,
Your full name

served
Full name of the person served (copy their name from the document you served them)

on at a.m./p.m.
Date the documents were served (dd/mmm/yyyy) Time the documents were served

at
Street address or location, city, province, or email address or other identifier where the documents were served

i For service by mail, the date the documents were served is 14 days after the date the documents were mailed, or the date the documents were confirmed as delivered if sent by registered mail.

with the following document(s) attached to this certificate:

Select all options that apply

- | | |
|--|--|
| <input type="checkbox"/> Application About a Family Law Matter | <input type="checkbox"/> Reply to a Counter Application |
| <input type="checkbox"/> Financial Statement | <input type="checkbox"/> Application for Order Prohibiting the Relocation of a Child |
| <input type="checkbox"/> Guardianship Affidavit | <input type="checkbox"/> Application About Enforcement |
| <input type="checkbox"/> Instructions about filing a reply | <input type="checkbox"/> Written Response to Application |
| <input type="checkbox"/> Application for Case Management Order | <input type="checkbox"/> Notice of Intention to Proceed |
| <input type="checkbox"/> Application About a Protection Order | <input type="checkbox"/> Other (list additional document(s)): |
| <input type="checkbox"/> Application About a Priority Parenting Matter | <input type="text"/> |
| <input type="checkbox"/> Order | <input type="text"/> |

i You must attach a copy of each document you served to this Certificate of Service.

by:

Personal service

- Leaving a copy of the document(s) with the person
- Alternative service method ordered by the court as follows:

i An Application About a Family Law Matter can only be served by personal service. An Application About a Protection Order must also be served by personal service unless the court grants permission to proceed without notice.

Ordinary service to a party's address for service

- Leaving a copy of the document(s) at the person's address for service
- Mailing the document(s) by ordinary mail to the person's address for service on
Note: The date the document is served is 14 days after this date. (dd/mmm/yyyy)
- Mailing the document(s) by registered mail to the person's address for service
Note: The date the document is served is the date the document was confirmed to have been delivered.
- Emailing the document(s) to the person's email address for service
- Faxing the document(s) to the person's fax number for service
- Alternative service method ordered by the court as follows:

i If you served the documents by registered mail, you must attach a copy of the delivery confirmation.

Signature of the person who served the document

Date of signature (dd/mmm/yyyy)