

CASE NO. _____

PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4(l))

This summons for *(name of individual and title, if any)* _____
was received by me on *(date)* _____.

- I personally served the summons on the individual at *(place)* _____
_____ on *(date)* _____; or
- I left the summons at the individual's residence or usual place of abode with *(name)*
_____, a person of suitable age and discretion who resides
there, on *(date)* _____ and mailed a copy to the individual's last known
address; or
- I served the summons on *(name of individual)* _____ who is
designated by law to accept service of process on behalf of *(name of organization)*
_____ on
(date) _____; or
- I returned the subpoena unexecuted because _____
_____; or
- Other *(specify)*:

My fees are \$ _____ for travel and \$ _____ for services, for a total of
\$ _____.

I declare under penalty of perjury that this information is true.

Date: _____

Server's signature

Printed name and title

Server's address

Additional information regarding attempted service, etc.: