**The Family Court of the State of Delaware**



In and For  New Castle County  Kent County  Sussex County

|  |
| --- |
| **NOTICE OF SPECIAL PROCESS SERVER** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| File Number: |  |  | Petition Number: |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Petitioner Name:** |  | |  | **Respondent Name:** |  | |
|  |  | |  |  |  | |
| Date of Birth: |  | (mm/dd/yyyy) |  | Date of Birth: |  | (mm/dd/yyyy) |
|  |  | |  |  |  | |
| Street Address: |  | |  | Street Address: |  | |
|  |  | |  |  |  | |
| P.O. Box Number: |  | |  | P.O. Box Number: |  | |
|  |  | |  |  |  | |
| City/State/Zip Code: |  | |  | City/State/Zip Code: |  | |
|  |  | |  |  |  | |
| Attorney Name: |  | |  | Attorney Name: |  | |
|  |  | |  |  |  | |
| Interpreter Needed? | Yes  No | |  | Interpreter Needed? | Yes  No | |
|  |  | |  |  |  | |
| Language: |  | |  | Language: |  | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A PROCEEDING involving | | |  | | | | having been filed heretofore | |
|  | | | | | | | | |
| in this Court, Petitioner hereby notifies the Court that they will be using a Family Court Approved Special | | | | | | | | |
|  | | | | | | | | |
| Process Server. The Petitioner requests that Family Court withhold or withdraw service on the above- | | | | | | | | |
|  | | | | | | | | |
| named Respondent. \* | | | | | | | | |
|  | | | | | | | | |
| \*Note - A separate notice is needed for each respondent that you will be serving through a Family Court | | | | | | | | |
|  | | | | | | | | |
| Approved Special Process Server. | | | | | | | | |
|  | | | | | | | | |
| When the service packet is ready, please: | | | | |  | | | |
| Email me the service packet at: | | | |  | |  | | |
| Or | | | | Email Address | |  | | |
| Call me at: | |  | | | to pick up at the courthouse. | | |
|  | Phone Number | | | |  | | | |
|  | | | | | | | | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| SWORN TO AND SUBSCRIBED before me this date, | | | |  |  | | |
|  | | | Date | |  | | |
|  |  |  | | | |  |  |
| Petitioner/Attorney Print |  | Petitioner/Attorney Sign | | | |  | Date |
|  |  |  | | | |  |  |
|  |  |  | | | |  |  |
| Clerk of Court/Notary Public Print |  | Clerk of Court/Notary Public Sign | | | |  | Date |