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

In and For [ ]  New Castle County [ ]  Kent County [ ]  Sussex County

**DESIGNATION OF SPECIAL PROCESS SERVER**

|  |  |  |
| --- | --- | --- |
| I, |       | declare that I have never been convicted of anything |
|  |
| other than a traffic violation. I will perform the duties of a process server in this state and will comply |
|  |
| with all requirements set forth in the original application and the Individual Certificate which I |
|  |
| submitted to the Family Court. |

|  |  |
| --- | --- |
|  | Note: An updated business license must be provided to the Court as part of the renewal process. |
| I further declare that: |
|  |
| I work for: |       |  |
|  |
| My birthdate is: |       | . | My age is: |       | . |
|  |
| My home address is: |       |  |
|  |
|  |       | . |
|  |
| My telephone number is: | (home) |       | (work) |       | . |
|  |
| My work address is: |       |  |
|  |
|  |       |  |

|  |
| --- |
| I declare under the penalty of perjury under the laws of the State of Delaware that the foregoing is |
|  |
| true and correct. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Executed on: |       |  | Executed at: |       |
|  | (Date) |  |  | (Place) |
|  |
|  |  |
|  | Signature of Registrant |

|  |
| --- |
| Return this completed form and updated Business License to: fc\_caseflowunit@delaware.gov.  |
|  |

|  |
| --- |
| For Internal Use Only: |
|  |
| APPROVED: |  |  | DENIED: |  |  |
|  | (DATE) |  |  | (DATE) |  |
|  |
| EXP. DATE: |  |  |  |
|  |  |  | APPROVED BY: Court Administrator or Designee |