A picture containing text, ceramic ware, porcelain

Description automatically generated**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: | | |  | | | | | | | | |  | | |
|  | | | | | | | | | | | | | | |
|  | | |  | | | | | | | | |  | | |

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| --- |
| 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 | |