

IN THE COURT OF COMMON PLEAS OF _____ COUNTY, PENNSYLVANIA
CIVIL ACTION

Plaintiff
vs

Defendant

) NO. _____
)
) DIVORCE
)
)

**DIVORCE COMPLAINT AND RELATED DOCUMENTS –
AFFIDAVIT OF SERVICE BY PERSONAL SERVICE
Pursuant to Pa. R.C.P. 1930.4**

I, _____, hereby depose and say that I am 18 years or older, and am not a
(print full name)
party to the case, nor an employee or a relative of a party.

Complete A, B, or C:

A. On _____, at _____ .m. I personally served the Defendant at
(fill in date) (fill in time)
_____ by handing to him or her filed copies of the Divorce
(fill in address or location)
Complaint, Notice to Defendant and Claim Rights, Notice of Availability of Counseling, and, the
3301(d) Affidavit and Blank 3301(d) Counter-Affidavit, if applicable (only required in 3301(d) Divorce
Cases).

OR

B. On _____, at _____ .m. at the Defendant's residence at,
(fill in date) (fill in time)
_____ I handed filed copies of the Divorce Complaint, Notice to
(fill in address)
Defendant and Claim Rights, Notice of Availability of Counseling, and, the 3301(d) Affidavit and
Blank 3301(d) Counter-Affidavit, if applicable (only required in 3301(d) Divorce Cases) to:

Check One:

____ i) an adult member of the family identified as Defendant's _____ with whom the
(identify relation)
Defendant resides at the Defendant's residence.

____ ii) an adult identified as _____ in charge of the residence where the
(fill in name)
Defendant resides since no family member of the Defendant was available.

____ iii) the clerk or manager identified as _____ of the hotel,
(fill in name and title)
inn, apartment house, boarding house, or other place of lodging of the Defendant.

____ iv) the Defendant or the person for the time being in charge of the Defendant's office or usual
place of business, identified as _____.
(fill in name and title)

OR

C. On _____, service was completed pursuant to Special Order of Court (explain)

_____.

I verify that the statements in this document are true and correct to the best of my knowledge, information,
and belief. I understand that false statements herein are made subject to the penalties of 18 Pa.C.S. § 4904,
relating to unsworn falsification to authorities.

Date: _____

Signature: _____