

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

Plaintiff
vs

Defendant

) NO. _____
)
) CUSTODY
)
)

**CUSTODY 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 Complaint for
(fill in address or location)
Custody, scheduling Order of Court, Plaintiff's completed Criminal Record/Abuse History
Verification and a blank Criminal Record/Abuse Verification form for Defendant to complete and file.

OR

B. On _____, at _____ .m. at the Defendant's residence at,
(fill in date) (fill in time)
_____ I handed filed copies of the Complaint for Custody,
(fill in address)
Scheduling Order of Court, Plaintiff's completed Criminal Record/Abuse History Verification and a
blank Criminal Record/Abuse Verification form for Defendant to complete and file 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: _____