

IN THE SUPREME COURT OF VICTORIA AT MELBOURNE
[DIVISION]
[LIST]

No.

B E T W E E N

Plaintiff

-and-

Defendant

AFFIDAVIT OF SERVICE

Date of Document:

Solicitors Code:

Filed on behalf of:

DX:

Prepared by:

Telephone:

Ref:

Email:

I, *[full name]* of *[insert address]*, *[insert occupation]*, make oath and say **or** affirm:

1. On *[insert day and date in full]* at *[time]*, I served *[insert person served]* with a sealed copy of the *[insert document/s]* filed in this proceeding by delivering that document/those documents* to *[insert person served]* personally at *[insert particulars of address]*.
2. Now produced to me and marked "A" is an original sealed copy of the *[insert document/s]* I served herein.
3. At the time of service I asked the person served "are you *[insert name]* the *[insert party type]* in the proceeding?" to which the said person replied "Yes" / in the affirmative*.

*[*select appropriate option, if appropriate].*

The contents of this affidavit are true and correct and I make it knowing that a person making a false affidavit may be prosecuted for the offences of perjury.

Sworn or Affirmed at [*place*]
in the State of Victoria on [*date*]

*[signature of person swearing or affirming the affidavit
contents, to be signed in front of the authorised
affidavit taker]*

Before me,

[signature of authorised affidavit taker]

on [*date*]

[name, statement of the capacity in which the authorised affidavit taker has the authority to take the affidavit, and personal or professional address in legible writing, typing or stamp]

A person authorised under section 19(1) of the **Oaths and Affirmations Act 2018** to take an affidavit.

* In accordance with section 27(1A) of the Oaths and Affirmations Act 2018, this affidavit was signed and sworn or affirmed by the deponent by audio visual link and the authorised affidavit taker has used a scanned or electronic copy of the affidavit and not the original in completing the jurat requirements.

*[*strike out this sentence if not applicable].*

FORM 43A

Rule 43.06(3)

IN THE SUPREME COURT OF VICTORIA AT MELBOURNE
[DIVISION]
[LIST]

No.

BETWEEN

Plaintiff

-and-

Defendant

CERTIFICATE IDENTIFYING EXHIBIT

Date of Document:

Solicitors Code:

Filed on behalf of:

DX:

Prepared by:

Telephone:

Ref:

Email:

This is the exhibit marked "A" now produced and shown to [identify deponent] at the time of swearing/affirming the person's affidavit on [insert date]:

.....
[Signature of deponent]

.....
[Signature of person taking affidavit]

[name, address and statement of capacity of person taking affidavit]

Exhibit "A"

[Briefly and specifically describe the exhibit]