

Children's Court Criminal Procedure Rules 2019 [S.R. No. 161/2019]
Children, Youth and Families Act 2005
Criminal Procedure Act 2009

Rule 6.02(b)

FORM 22

DECLARATION OF SERVICE

***SERVICE OPTIONS UNDER THE CHILDREN, YOUTH AND FAMILIES ACT 2005**

I, of
[full name]

[address]

[occupation]

declare that I served a copy of the
[describe document]

on
[name of person served]

who is the
[capacity e.g. mother/father/child]

on at am/pm by:
[date] *[time]*

* delivering it to the person personally at *[address]*

* leaving it for the person at *[address]*

being the person's last known place of *residence/ *business with a person who apparently resided or worked there and who apparently was not less than 16 years of age.

* posting it by *prepaid ordinary post/ *registered post at *[address of posting]*

in an envelope addressed to that person at that person's last known place of *residence/ *business. I obtained this address from *[specify]*

* other *[specify]*

I declare that the contents of this statutory declaration are true and correct and I make it knowing that making a statutory declaration that I know to be untrue is an offence.

_____ *[Signature of person making this statutory declaration in the presence of the authorised statutory declaration taker]*

Declared at _____ *[place]*

In the State of Victoria on _____ *[date]*

I am an authorised statutory declaration witness and I sign this document in the presence of the person making the declaration:

_____ *[Signature of authorised statutory declaration witness]*

on _____ *[date]*

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

A person authorised under Part 4 of the **Oaths and Affirmations Act 2018** to witness the signing of a statutory declaration.

**Delete if not applicable*