

CERTIFICATE OF SERVICE

I certify that

Fill in:

your name;

your name of the party or other person served;

the date service took place

the address or location where service took place

Tell what was served

I _____

served _____

on _____
month day year

at _____

with _____

Tell how service took place by checking appropriate box(es) for:

ordinary mail and fill in the date mailed

an individual;

a company incorporated under the *Company Act*;

an extraprovincial company (where no attorney has been appointed use the provisions for a company);

a partnership;

a municipal corporation, regional district or other local government body;

a young person;

a society incorporated under the *Society Act*;

an extraprovincial society (if no attorney has been appointed use the methods for a society);

an unincorporated association and trade union;

alternate service method ordered by the Court

| | | | | |
|--|---|--|--|--|
| by | <input type="checkbox"/> mailing a copy by ordinary mail to that person's address on _____ month day year | | | |
| | <input type="checkbox"/> leaving a copy of it with him or her. <input type="checkbox"/> mailing a copy of it by registered mail to him or her and obtaining the original acknowledgement of receipt card. | | | |
| | <input type="checkbox"/> mailing a copy of it by registered mail to the registered office of the company and obtaining the original acknowledgement of receipt card. <input type="checkbox"/> leaving a copy of it <table style="display: inline-table; vertical-align: top; margin-left: 20px;"> <tr> <td><input type="checkbox"/> at the registered office of the company.</td> </tr> <tr> <td><input type="checkbox"/> at the place of business of the company, with a receptionist or a person who appears to manage or control the company's business there.</td> </tr> <tr> <td><input type="checkbox"/> with a director, officer, liquidator, trustee in bankruptcy or receiver manager of the company.</td> </tr> </table> | <input type="checkbox"/> at the registered office of the company. | <input type="checkbox"/> at the place of business of the company, with a receptionist or a person who appears to manage or control the company's business there. | <input type="checkbox"/> with a director, officer, liquidator, trustee in bankruptcy or receiver manager of the company. |
| <input type="checkbox"/> at the registered office of the company. | | | | |
| <input type="checkbox"/> at the place of business of the company, with a receptionist or a person who appears to manage or control the company's business there. | | | | |
| <input type="checkbox"/> with a director, officer, liquidator, trustee in bankruptcy or receiver manager of the company. | | | | |
| | <input type="checkbox"/> mailing a copy of it by registered mail to the attorney of the company appointed under section 328 of the <i>Company Act</i> and obtaining acknowledgement of receipt card. <input type="checkbox"/> leaving a copy of it with an attorney appointed under section 328 of the <i>Company Act</i> . | | | |
| | <input type="checkbox"/> mailing a copy of it by registered mail to a partner and obtaining the original acknowledgement of receipt card. <input type="checkbox"/> leaving a copy of it <table style="display: inline-table; vertical-align: top; margin-left: 20px;"> <tr> <td><input type="checkbox"/> with a partner</td> </tr> <tr> <td><input type="checkbox"/> at the place of business of the partnership, with a person who appears to manage or control the partnership business there.</td> </tr> <tr> <td><input type="checkbox"/> with a receptionist who works at a place of business of the partnership.</td> </tr> </table> | <input type="checkbox"/> with a partner | <input type="checkbox"/> at the place of business of the partnership, with a person who appears to manage or control the partnership business there. | <input type="checkbox"/> with a receptionist who works at a place of business of the partnership. |
| <input type="checkbox"/> with a partner | | | | |
| <input type="checkbox"/> at the place of business of the partnership, with a person who appears to manage or control the partnership business there. | | | | |
| <input type="checkbox"/> with a receptionist who works at a place of business of the partnership. | | | | |
| | <input type="checkbox"/> giving a copy to the clerk or some similar official. | | | |
| | <input type="checkbox"/> leaving a copy of the notice with the defendant's mother, father or guardian. | | | |
| | <input type="checkbox"/> mailing a copy of it by registered mail to the address for service on file with the Registrar of Companies and obtaining the original acknowledgement of receipt card. <input type="checkbox"/> leaving a copy of it <table style="display: inline-table; vertical-align: top; margin-left: 20px;"> <tr> <td><input type="checkbox"/> at the address for service on file with the Registrar of Companies.</td> </tr> <tr> <td><input type="checkbox"/> with a director, officer, receiver manager or liquidator of the society.</td> </tr> </table> | <input type="checkbox"/> at the address for service on file with the Registrar of Companies. | <input type="checkbox"/> with a director, officer, receiver manager or liquidator of the society. | |
| <input type="checkbox"/> at the address for service on file with the Registrar of Companies. | | | | |
| <input type="checkbox"/> with a director, officer, receiver manager or liquidator of the society. | | | | |
| | <input type="checkbox"/> mailing a copy of it by registered mail to the attorney of the society appointed under section 77 of the <i>Society Act</i> and obtaining the original acknowledgment of receipt card. <input type="checkbox"/> leaving a copy of it with an attorney appointed under section 77 of the <i>Society Act</i> . | | | |
| | <input type="checkbox"/> mailing a copy of it by registered mail to the registered office of the association and obtaining the original acknowledgment of receipt card. <input type="checkbox"/> leaving a copy of it with an officer of the association, or in the case of a trade union, with a business agent. | | | |
| | <input type="checkbox"/> by (fill in any instructions given by a judge or registrar for service) | | | |

month

day

year

signature of person who served the document