

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA
FAMILY COURT
Domestic Relations Branch**

PRINT PLAINTIFF'S NAME

DRB

PLAINTIFF,

JUDGE: _____

v.

PRINT DEFENDANT'S NAME

DEFENDANT.

**AFFIDAVIT OF SERVICE BY
ELECTRONIC MEANS**

I, _____, am the

PRINT YOUR NAME

PLAINTIFF

DEFENDANT

OTHER PARTY

RELATIONSHIP TO CASE

1. I certify that, on _____,

DATE DOCUMENTS SENT

I served _____, who is the

NAME OF PERSON SERVED

PLAINTIFF

DEFENDANT

OTHER PARTY

by providing electronic copies of the following document(s) in this case:

The summons or notice of motion

A copy of the complaint

A copy of this motion: _____

Other: _____

2. I served the other party by sending the above documents through:

an email message to this email address: _____

a text message to this phone number: _____

a message to this social media account: _____

3. I have attached screenshots to this affidavit, showing: (CHECK ALL THAT APPLY)

- What information was provided to the other party;
- When it was provided;
- To what phone number or e-mail address it was sent; and/or
- Any other information necessary to prove that the text or e-mail was “reasonably calculated to give actual notice.”

4. I also want the court to be aware of the following information, which proves that the other party received my documents:

I declare under penalty of perjury that the foregoing is true and correct.

If this document is to be signed outside the geographic boundaries of the United States, Puerto Rico, the United States Virgin Islands, and any territory or insular possession subject to the jurisdiction of the United States, additional requirements must be met prior to signing. See SCR-Dom. Rel. 2(c)(1)(B).

SIGN YOUR NAME

DATE

PRINT YOUR NAME

PHONE NUMBER

HOME ADDRESS 1

EMAIL ADDRESS

HOME ADDRESS 2

SUBSTITUTE ADDRESS: CHECK THIS BOX IF YOU HAVE WRITTEN SOMEONE ELSE’S ADDRESS BECAUSE YOU FEAR HARASSMENT OR HARM.