

Instructions for Affidavit of Personal Service Form

The Affidavit of Personal Service is the sworn statement of the person serving papers that he or she actually handed those papers to the other party. Under state law, a party (the plaintiff or defendant) to the divorce is not allowed to personally serve the other party. You must have the other party served by someone who is not involved in the divorce such as a sheriff or process server.

Private citizens can serve papers if they meet the qualifications of process servers in the state where the service is made. It is safer to have a sheriff, constable, or other official process server serve the documents. The Affidavit of Personal Service may only be completed after the papers/documents listed are actually handed to the opposing party. The Affidavit of Personal Service must be signed in front of a Notary Public or the Clerk of Courts. An Affidavit of Personal Service that is not signed in front of a Notary Public or the Clerk of Courts is invalid.

STATE OF SOUTH DAKOTA)
)
:SS
COUNTY OF _____)

IN CIRCUIT COURT

JUDICIAL CIRCUIT

<p>_____, Plaintiff, vs. _____, Defendant</p>	<p>DIV _____</p> <p>AFFIDAVIT OF PERSONAL SERVICE</p>
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I, _____, being sworn, state that I am
(Name of person who served documents)
registered or eligible to register as a voter in the State of _____, and that on
_____, 20____, I served _____

(List all papers handed to the other party)

on _____ by handing a true and correct copy of each of the
(Name of other party)
documents to him/her.

Dated _____, 20____.

Signature of Person Who Served Documents
(Sign only in front of a Notary or Clerk of Courts)

Name: (Printed) _____

Sworn/affirmed before me this
_____ day of _____, _____.

Address: _____

City/State/Zip: _____

(Notary Public/Clerk of Courts)

Telephone: (_____) _____

If Notary, my commission expires: _____
(SEAL)