

When completed, return to:  
Spokane County District Court  
Civil & Small Claims  
PO Box 2352, Spokane WA 99210

**IN THE DISTRICT COURT OF SPOKANE COUNTY WASHINGTON**

\_\_\_\_\_  
vs. \_\_\_\_\_  
Plaintiff,  
Defendant.

NO. \_\_\_\_\_

**CERTIFICATE OF SERVICE**

**I DECLARE** that I am not the plaintiff, defendant or a witness, and:

**PERSONAL SERVICE**

I served the Notice by delivering a true copy to the defendant, personally in SPOKANE County, State of Washington, as follows:

**Name of Defendant:** \_\_\_\_\_ **Address Where Served:** \_\_\_\_\_ **Date of Service:** \_\_\_\_\_

**SUBSTITUTE SERVICE**

I served the Notice by delivering a true copy to the defendant's usual place of residence in SPOKANE County, State of Washington, and leaving it with a person over 12 years of age residing there, as follows:

**Name of Defendant:** \_\_\_\_\_ **Address Where Delivered:** \_\_\_\_\_ **Name of Person Receiving Copy:** \_\_\_\_\_ **Date of Service:** \_\_\_\_\_

**SERVICE BY MAIL \*MUST attach both the postal receipt AND the return receipt signed by the defendant\***

I served the Notice by depositing in the United States Post Office in \_\_\_\_\_ County, State of \_\_\_\_\_, a true copy of the Notice enclosed in a sealed envelope having adequate postage and sent Certified Mail, Restricted Delivery, Return Receipt Requested, as follows:

**Address of Post Office:** \_\_\_\_\_ **Mailing Address of Defendant:** \_\_\_\_\_ **Addressed to (Name of Defendant):** \_\_\_\_\_ **Date Mailed:** \_\_\_\_\_

I, the undersigned, declare under penalty of perjury that the foregoing is true and correct and that I was at the time of service of the above notice(s) a resident of the State of Washington over the age of 18 years and not a party to the above numbered claim.

\_\_\_\_\_  
Server's Name (Printed)

\_\_\_\_\_  
Server's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Server's Phone No.

\_\_\_\_\_  
Server's Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code