

EVICTION ACTION - UNABLE TO SERVE

SERVICE BY MAIL

TO: _____
District Court Clerk of _____ County

Date _____

RE: Eviction Action Against _____

Dear _____:

Please be advised that on _____, the process server attempted to serve the defendant with the notice of the unlawful detainer. The Process Server was unable to serve the tenant and could find no one over the age of 19 residing at the premises. The process server left a copy of the summons and court papers at the door. On _____, I placed a copy of the summons and court papers in the United States mail, first class, properly addressed for mailing to the defendant at his or her correct address. Service was completed on that date by my placing said letter in the United States Postal Service for mailing.

Please enter this as proof of service of the complaint filed in this case.

ATTORNEY FOR PLAINTIFF

By: _____

Sworn to and subscribed before me this the _____ day of _____.

NOTARY PUBLIC