|  |  |  |
| --- | --- | --- |
| **JDF 1044** | Return of Service | |
| A. District Court Colorado County:  Mailing Address: | | Clerk’s Event Code: RTSV  *This box is for court use only.* |
| B. Parties to the Case Petitioner:  &  Respondent: | |
| C. Case Details Number:  Division:  Courtroom: |

## 1. My Information

I am at least 18 and not a party to the action.

## 2. Documents Served

I served the Summons, Petition, Case Information Sheet, and if applicable: *(Check all that apply)*

Case Management Order.  Notice of Initial Status Conference.

Parenting Plan  Sworn Financial Statement.

Other: *(please identify)*

## 3. Where and When Served

I served the documents above on the Respondent in

County:  State:

On: *(date)*  at *(time)*

At the following location:

## 4. How Served

I delivered the documents by: *(check one)*

By handing them to *(print name)* , a person identified to me as the Respondent.

By leaving them with *(print name)* , who is designated to receive service for the Respondent because of the following relationship with the Respondent:

I attempted to serve the Respondent on *(number)*  occasions but have been unable to locate the Respondent. Return to the Petitioner is made on *(date)*

I attempted to leave them with the Respondent or someone I believed to be the Respondent. I identified the documents I was trying to serve, but they refused service.

## 5. Service Fees

I am a:

Private process server.  Sheriff for  County.

I charged the following fees:

Base Fee $  Mileage $

## 6. Verified Signature

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

Executed on the *(date)*  day of *(month)*  *(year)*

at City: *(or other location)*

and State: *(or country)*

Print Your Name:

Your Signature:

Lawyer Signature: *(If any)*