

JDF 1044	Return of Service
A. District Court Colorado County: _____ Mailing Address: _____	Clerk's Event Code: RTSV <i>This box is for court use only.</i>
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)* _____