

**PROOF OF SERVICE**

**ORDER REGARDING ALTERNATE SERVICE**

Case No. \_\_\_\_\_

**TO PROCESS SERVER:** You must serve the copies of the order regarding alternate service and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

**CERTIFICATE / AFFIDAVIT OF SERVICE / NONSERVICE**

**OFFICER CERTIFICATE**

**OR**

**AFFIDAVIT OF PROCESS SERVER**

I certify that I am a sheriff, deputy sheriff, bailiff, appointed court officer, or attorney for a party (MCR 2.104[A][2]), and that: (notarization not required)

Being first duly sworn, I state that I am a legally competent adult who is not a party or an officer of a corporate party, and that: (notarization required)

I served a copy of the  summons and complaint  other: \_\_\_\_\_

and a copy of the order for alternate service upon \_\_\_\_\_ by

1. First-class mail to \_\_\_\_\_, on \_\_\_\_\_ Date

2. Tacking or firmly affixing to the door at \_\_\_\_\_, on \_\_\_\_\_ Date

3. Delivering at \_\_\_\_\_, on \_\_\_\_\_ Date

to a member of the defendant's household who is of suitable age and discretion to receive process, with instructions to deliver it promptly to the defendant.

4. Other: \_\_\_\_\_, on \_\_\_\_\_ Date  
specify

I declare that the statements above are true to the best of my information, knowledge, and belief.

|                       |                |     |                  |
|-----------------------|----------------|-----|------------------|
| Service fee           | Miles traveled | Fee |                  |
| \$                    |                | \$  |                  |
| Incorrect address fee | Miles traveled | Fee | <b>TOTAL FEE</b> |
| \$                    |                | \$  | \$               |

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (type or print)

\_\_\_\_\_  
Title

Subscribed and sworn to before me on \_\_\_\_\_, \_\_\_\_\_ County, Michigan.  
Date

My commission expires: \_\_\_\_\_ Signature: \_\_\_\_\_  
Date Deputy court clerk/Notary public

Notary public, State of Michigan, County of \_\_\_\_\_