

**Supreme Court of Nova Scotia
(Family Division)**

BETWEEN:

– and –

Respondent

**Affidavit of
(Request for Substituted Service in a Family Proceeding)**

I make oath/affirm and give evidence as follows:

1. I am [name] , the

[Applicant/Petitioner or Respondent, or explain role, in the current proceeding]

2. I have personal knowledge of the evidence sworn to/affirmed in this affidavit except where otherwise stated to be based on information and belief.

3. I state, in this affidavit, the source of any information that is not based on my own personal knowledge, and I state my belief of the source.

4. I make this affidavit in support of my request to serve the respondent,
[name], in a way other than personal service.

5. The respondent lives in
[city, province/territory]

6. The documents I want to serve are: [Check only those that apply. Provide any additional information. Provide the date you filed the document with the court.]

- ☐ Petition for Divorce filed on [date: m/d/y]
- ☐ Notice of Application filed on [date: m/d/y]
- ☐ Notice of Variation Application filed on [date: m/d/y]
- ☐ Notice of Motion for Interim Relief (Family Proceeding) filed on [date: m/d/y]

- ☐ Documents I filed in support of my Notice/Petition checked above, which are [List all documents filed with your Notice/Petition/Motion that you want to serve and the date they were filed.]

7. I am asking for substituted service because:
[Check only those that apply. Provide details for each checked box.]

- ☐ I cannot find the respondent after:
- ☐ checking with the respondent's friends, family, co-workers, ex-partners, current partner or other on where the respondent lives or works: [Provide details of who you contacted and the information you received.]
 - ☐ checking the internet by conducting the following searches:
 - ☐ searching the following social media platforms:
 - ☐ hiring the following professional to find the respondent:
 - ☐ making the following other efforts:
- ☐ I believe the respondent is evading personal service (i.e. avoiding being personally handed the documents). For instance, I made the following efforts to have them personally served:

[Provide details. E.g. efforts made to serve at specific places like, home or work; efforts to identify and communicate with people in contact with the respondent; and, or efforts to find out where the respondent would be physically present.]

☐ Other reason:

8. I believe the respondent resides at the following address:

[Write out the complete address.]

9. I believe the respondent resides at the address above because:
[Check only those that apply. Provide details for any boxes checked.]

☐ The respondent told me that this is their address.

☐ I went to this address and saw the following:

☐ I sent mail to the respondent at this address and the respondent either told me that the mail was received or has responded to the mail.

☐ Other reason(s):

10. I believe the respondent works at:

[Write out employer's full name and address.]

11. I believe the address above is correct because:

[Check only those that apply. Provide details for any boxes checked.]

- ☐ The respondent told me that this is their work address.
- ☐ I have been at this workplace and have seen the Respondent working there.
- ☐ I have sent mail to the respondent at this address and the respondent has either told me that the mail was received or has responded to the mail.
- ☐ Other reason(s):

12. I believe the respondent's email address is:

13. I believe this email address is correct because:

[Check only those that apply. Provide details.]

- ☐ I received emails from the respondent, using this email address. [Attach a copy at paragraph 16.]
- ☐ Other reason(s):

14. The way I would like to serve these documents is:

- ☐ by handing the documents to an adult at the respondent's ☐ residential address/ ☐ work address listed above, if there is no adult present, posting them to the door.
- ☐ by sending the documents to the respondent by registered mail or by courier to the respondent's ☐ residential address/ ☐ work address listed above, *with* the signature of the respondent required upon delivery.
- ☐ by sending the documents to the respondent by regular mail or by courier to the respondent's ☐ residential address/ ☐ work address listed above, *without* the requirement of a signature.
- ☐ by scanning or photographing the documents and sending them to the respondent by email at the email address listed in paragraph 12.
- ☐ by scanning or photographing the documents and delivering them via
[name of social media platform] to the following username
[provide name and any additional identifying details]
- ☐ by handing the documents to [name of person], the
respondent's [relationship to the respondent].
- ☐ other method: [Describe.]

15. Additional information: [Provide any additional information relevant to your evidence above, such as further information to support that the method you propose will bring the documents to the respondent's attention or provides the best possibility of doing so.]

16. The following documents are in support of my application: [Check and complete if applicable. Describe each document attached.]

- ☐ Attached and marked as Exhibit "A" is

☐ Attached and marked as Exhibit “B” is

☐ Attached and marked as Exhibit “C” is

☐ Attached and marked as Exhibit “D” is

SWORN TO/AFFIRMED before me)
on)
at ,)
)
)
)
)
)

Signature of Authority

Print Name: _____

Official Capacity: _____

Signature of