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| COURT FILE NUMBER | Clerk’s Stamp |
| COURT | COURT OF KING’S BENCH OF ALBERTA |
| JUDICIAL CENTRE | *Click to Select Judicial Centre*. |
| PLAINTIFF / APPLICANT | *Click here to enter full name, as on other court documents*. |
| DEFENDANT / RESPONDENT | *Click here to enter full name, as on other court documents*. |
| DOCUMENT | **Affidavit – Substitutional Service**  **Outside of Canada** | |
| SWORN / AFFIRMED BY | *Click here to enter name of person making this Affidavit*. | |
| SWORN / AFFIRMED ON | *Click to select date* | |
| ADDRESS FOR SERVICE AND CONTACT INFORMATION OF PARTY FILING THIS DOCUMENT | *Click here to enter name of party filing this document*.  *Click here to enter full address of party filing document*.  *Click here to enter phone number of party filing document*. | |

I, *Click here to enter name of person making this Affidavit*, of *Click here to enter name of City / Town*, Alberta,

**SWEAR / AFFIRM AND SAY THAT:**

1. I am the Applicant. I have personal knowledge of the facts set out below, except where I say that they are based on information and belief. In that case, I believe the facts to be true.
2. I am asking the Court for an Order allowing me to serve the Defendant / Respondent outside of Canada. Throughout the rest of this Affidavit, I will refer to the Defendant / Respondent as “the Respondent.”
3. The Respondent lives in:

*Click here to enter name of City/Town, Province/State, and Country where Respondent lives*

1. I have reviewed *Click here to enter name of resource reviewed by Applicant – e.g. Hague Service Convention Website.* and I believe the country where the Respondent lives:

*(Choose one; if none of these options apply, then your application will be rejected. Please refer to the “Service Outside of Canada (Hague Service Convention)” booklet for more information)*

|  |  |  |
| --- | --- | --- |
|  |  | Is not a Contracting State to the Hague Service Convention. |
|  |  | Is a Contracting State to the Hague Service Convention, but I do not know the Respondent’s mailing address. I have taken the following steps to try and find out the Respondent’s Address:  *Click here to describe the steps taken to determine the Respondent’s Address.* |
|  |  | Is a Contracting State to the Hague Service Convention, but the document that I am serving is not a Commencement Document. |
|  |  | Is a Contracting State to the Hague Service Convention, but the country does not object to personal service of document (see Article 10 of the Hague Service Convention). |

1. The documents I want to serve are:

*(Check off only those that apply and write in any additional documents.)*

|  |  |  |
| --- | --- | --- |
|  |  | Affidavit |
|  |  | Application form |
|  |  | Originating Application form |
|  |  | Claim |
|  |  | Statement of Claim for Divorce (Date Filed: *Click here to select date.*) |
|  |  | Statement of Claim for relief other than Divorce (Date Filed: *Click here to select date.*) |
|  |  | Statement *Click here to state what kind of Statement, eg. “Parenting” or “Recipient’s Statement – Vary Child Support”* |
|  |  | Disclosure Statement |
|  |  | Other: *Click here to enter names of any other documents.* |

***(Choose one paragraph 6 and cross out the other)***

1. *(For Statements of Claim for Divorce)*

I have been ordinarily resident in Alberta for at least one year immediately before the date of filing of the Statement of Claim for Divorce.

1. *(For all other Documents)*

There is a real and substantial connection between Alberta and the facts on which I base my claim because:

*(Check off all that apply)*

I live in Alberta.

The Respondent is resident in Alberta.

This is a family matter and the child(ren) live in Alberta.

Other: *Click here to provide your reason(s) for believing this is an accurate e-mail address for the Respondent.*

**SUBSTITUTIONAL SERVICE (Delivering the documents in a way other than personal service)**

1. I am also asking for an Order allowing me to substitutionally serve the Respondent.
2. I believe it is impractical to personally serve the Respondent in the other country because:

*Click here to explain why it is impossible or impractical for you to arrange to have someone in the other country personally serve the Respondent*.

1. ***(Choose one)***

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | I know that the Respondent lives at the following address: | |
|  |  |  | *Click here to enter full address. Include Street/P.O. Box, City/Town, Province/State, Postal Code/Zip Code, Country*. |
|  |  | I know this is the correct address because: | |
|  |  |  | The Respondent has told me that this is the correct address. |
|  |  |  | I have been at this address and have seen that the Respondent lives 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: *Click here to provide your reasons why you know this is where the Respondent lives.* |
|  |  |  |  |
|  |  | I know the Respondent works at the following address: | |
|  |  |  | *Click here to enter full address. Include Street/P.O. Box, City/Town, Province/State, Postal Code/Zip Code, Country*. |
|  |  | I know this is the correct address because: | |
|  |  |  | The Respondent has told me that this is the correct address. |
|  |  |  | I have been at this address and have seen that the Respondent works there. |
|  |  |  | Other: *Click here to provide your reasons why you know this is where the Respondent works.* |
|  |  |  |  |
|  |  | The Respondent’s e-mail address is: | |
|  |  |  | *Click here to enter e-mail address*. |
|  |  | I know this is the correct e-mail address because: | |
|  |  |  | I have received e-mail from the Respondent, using that e-mail address. I have attached, as Exhibit *Click here to enter Exhibit identifier*, a copy of a recent e-mail from the Respondent, showing that e-mail address. |
|  |  |  | I have sent email to the Respondent, using that address, and it was not returned “undelivered”. |
|  |  |  | Other: *Click here to provide your reasons for believing that this is an accurate e-mail address for the Respondent.* |

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

|  |  |  |
| --- | --- | --- |
|  |  | Handing the documents to an adult person at the Respondent’s residence, or if there is no adult present, posting the documents to the door. |
|  |  | Sending the documents to the Respondent by regular mail or by courier to the address listed above without the requirement of a signature. |
|  |  | Scanning the documents and sending them to the Respondent by e-mail at the e-mail address listed above. |
|  |  | Other method: |
|  |  | *Click here to enter details*. |

1. I believe that if I serve the documents in the way I have proposed, they will likely come to the attention of the Respondent because: *Click here to explain how you believe the other party will find out about the documents, if you deliver them in the way that you are suggesting.*
2. I have the following other information in support of my application:

*Click to enter details.*

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| --- | --- | --- | --- | --- | --- |
| **Sworn (OR Affirmed) before me** | | | |  |  |
| at |  | , Alberta |  |  |  |
| on | *Click to select date* |  |  |  |  |
|  | | |  | *(Signature of person swearing / affirming Affidavit)* |
| Commissioner for Oaths in and for the Province of Alberta, Justice of the Peace or Notary Public  Print Name and Expiry / Lawyer / Student-at-Law | | |  | **ID Verified** |