

Children's Court Criminal Procedure Rules 2019 [S.R. No. 161/2019]  
Children, Youth and Families Act 2005  
Criminal Procedure Act 2009

Rule 6.02(a)

FORM 21

AFFIDAVIT OF SERVICE

**\*SERVICE OPTIONS UNDER THE CHILDREN, YOUTH AND FAMILIES ACT 2005**

I,  of  
*[full name]*

*[address]*

*[occupation]*

\*affirm /\*make oath and say that I served a copy of the   
*[describe document]*

on   
*[name of person served]*

who is the   
*[capacity e.g. mother/father/child]*

on  at  am/pm by:  
*[date]* *[time]*

\* delivering it to the person personally at *[address]*

\* leaving it for the person at *[address]*

being the person's last known place of \*residence/ \*business with a person who apparently resided or worked there and who apparently was not less than 16 years of age.

\* posting it by \*prepaid ordinary post/ \*registered post at *[address of posting]*

in an envelope addressed to that person at that person's last known place of \*residence/ \*business. I obtained this address from *[specify]*

\* other *[specify]*

The contents of this affidavit are true and correct and I make it knowing that a person making a false affidavit may be prosecuted for the offence of perjury.

\*Sworn/ \*Affirmed at \_\_\_\_\_ [place]

In the State of Victoria on \_\_\_\_\_ [date]

\_\_\_\_\_  
[Signature of person swearing or affirming affidavit contents, to be signed in front of the authorised affidavit taker]

Before me, \_\_\_\_\_ [Signature of authorised affidavit taker]

on \_\_\_\_\_ [date]

\_\_\_\_\_  
[Full name, statement of capacity in which the authorised affidavit taker has authority to take the affidavit, and personal or professional address in legible writing, typing or stamp]

A person authorised under Part 3 of the **Oaths and Affirmations Act 2018** to take an affidavit.

*\*Delete if not applicable*