**FORM 1B**

**ENDORSEMENT OF SERVICE (REGISTERED POST)**

In pursuance of section 7(3) of the Courts Act 1964 the within was served by me on the Defendant, ... by

†posting a true copy thereof a ... am/pm on the ... day of ..... 20.. at ... Post Office in a registered prepaid envelope addressed to the said Defendant, the said …... at \*……….....

†by depositing a true copy thereof in an envelope at ... am/pm on the ..... day of .... 20.. with …... a postal service provider authorised to provide a registered items service and registered as such in the register maintained under section 40 of the Communications Regulation (Postal Services) Act 2011.

Endorsed this ... day of ……... 20..

Signed .......

STATUTORY DECLARATION OF SERVICE BY REGISTERED POST

I, .......... of ..., aged eighteen years and upwards, do solemnly and sincerely declare:

1. That I did serve the within .... dated the ... day of ...... 20.. on the within named Defendant by

†posting a true copy thereof at .... am/pm on the .... day of ..... 20.. at ...... Post Office in a registered prepaid envelope addressed to the Defendant, the said ...... at \*...... (being the last known residence/place of business of the Defendant)

†depositing a true copy thereof in an envelope at ..... am/pm on the ..... day of ...... 20.. with .... a postal service provider authorised to provide a registered items service and registered as such in the register maintained under section 40 of the Communications Regulation (Postal Services) Act 2011.

2. †That the said envelope has not been returned undelivered to the sender.

†That the said envelope has been recorded as delivered on the .... day of .... 20..

And I make this solemn declaration conscientiously believing same to be true and by virtue of the Statutory Declarations Act 1938 and the Courts Act 1964 empowering this Declaration to be used as proof of service of the said †.... civil bill †.... (identify other originating document).

Signed ......

Declared before me ....... (name in capitals) a

†notary public

†commissioner for oaths

†peace commissioner

†person authorised by (insert authorising statutory provision) .... to take and receive statutory declarations

by the said ...

†who is personally known to me,

†who is identified to me by .... who is personally known to me

†whose identity has been established to me before the taking of this Declaration by the production to me of

††passport no ...... issued on the ... day of ..... by the authorities of ...., which is an authority recognised by the Irish Government,

††national identity card no ..... issued on the .... day of .... by the authorities of .... which is an EU Member State, the Swiss Confederation or a Contracting Party to the EEA Agreement,

††Aliens Passport no .... issued on the ... day of ... by the authorities of ... which is an authority recognised by the Irish Government,

††refugee travel document no ..... issued on the .... day of .... by the Minister for Justice and Equality,

††travel document (other than refugee travel document) ... issued on the ... day of ... by the Minister for Justice and Equality,

at … this ... day of ...... 20..

Signed ......

†notary public

†commissioner for oaths

†peace commissioner

†person authorised by (insert authorising statutory provision) ..... to take and receive statutory declarations

\*Postal address in full

†Delete words or clauses which are not applicable.

††Where relevant, provide details of the document by which identity has been established, and delete the remaining alternatives.

Note: In accordance with section 7(6) of the Courts Act 1964, this declaration is to be made not earlier than 10 days after the day on which the envelope is posted.