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| <p>To be inserted by Court</p> <p>Case Number:</p> <p>Date Filed:</p> <p>FDN:</p> |
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SUMMARY OF THE DOCUMENT TO BE SERVED

[*SUPREME/DISTRICT/MAGISTRATES*] Delete all but one COURT OF SOUTH AUSTRALIA
 [*COURT OF APPEAL*] If applicable
 CIVIL JURISDICTION
 [*MINOR CIVIL*] If applicable
 [*NAME OF LIST*] LIST If applicable

Please specify the Full Name including capacity (eg Administrator, Liquidator, Trustee) and Litigation Guardian Name (if applicable) for party. Each party should include a party number if more than one party of the same type.

First Applicant

First Respondent

First Interested Party

| | | | |
|--|---|-----------|----------|
| Party Title | Full Name (including Also Known as, capacity (eg Administrator, Liquidator, Trustee) and Litigation Guardian Name (if applicable)) | | |
| Name of law firm / solicitor If any | Law Firm | Solicitor | |
| Address for service | Street Address (including unit or level number and name of property if required) | | |
| | City/town/suburb | State | Postcode |
| | Country | | |
| | Email address | | |
| Phone Details | Type - Number | | |

Duplicate panel if multiple Parties

| | |
|--|-----------------------------|
| Convention on the Service Abroad of Judicial and Extrajudicial Documents in Civil or Commercial Matters, done at The Hague, the 15th of November 1965 (Article 5, fourth paragraph) | |
| Identity and address of addressee | [<i>name and address</i>] |

IMPORTANT

The enclosed document is of a legal nature and may affect your rights and obligations. This summary of the document to be served will give you some information about its nature and purpose. You should however read the document itself carefully. It may be necessary to seek legal advice.

If your financial resources are insufficient, you should seek information on the possibility of obtaining legal aid or advice either in the country where you live or in the country where the document was issued.

Enquiries about the availability of legal aid or advice in the country where the document was issued may be directed to [name] [address].

PART 1 - SUMMARY OF THE DOCUMENT TO BE SERVED

Name and address of the forwarding authority:

Particulars of the Parties:

JUDICIAL DOCUMENT

Nature and purpose of document:

Nature and purpose of the proceeding and, when appropriate, the amount in dispute:

Details in separate numbered paragraphs.

1.

Date and place for entering defence/response: As applicable

Court in which proceeding pending/judgment given:

If applicable

Date of judgment:

If applicable

Time limits stated in the document:

PART 2 - CERTIFICATE OF SERVICE**Convention on the Service Abroad of Judicial and Extrajudicial Documents in Civil or Commercial Matters, done at The Hague, the 15th of November 1965**

Mark appropriate sections below with an 'x'

The undersigned authority has the honour to certify, in conformity with Article 6 of the Convention:

[] that the documents listed in Part 1 have been served on [date] at [place, street, number] in one of the following methods authorised by Article 5:

[] in accordance with the provisions of sub-paragraph (a) of the first paragraph of Article 5 of the Convention,

[] in accordance with the following particular method: [specify method]

[] by delivery to the addressee, who accepted it voluntarily.

[] by delivery to [identity and description of person] having the relationship to the addressee [relationship e.g. (family, business or other)]

[] that the documents have not been served, by reason of the following facts: [specify facts]

Annexes

Documents returned:

[list of documents]

In appropriate cases, documents establishing the service:

[list of documents]

SIGNATURE OR STAMP (or both)

.....
Receiving Authority

Done at [*place*] on the [*date*]