

Example 5. Acknowledgment of Receipt Card (Form 18A)¹

Court File Number FDF-00-0000

In The Court of King's Bench of New Brunswick
Family Division
Judicial District of **Fredericton**

Between:²

Jane Mary Doe

Applicant

- and -

John Richard Smith

Respondent

ACKNOWLEDGEMENT OF RECEIPT CARD (Form 18A)

TO: **John Richard Smith³**

789 Queen Street, Hometown, NB

You are served by mail with the documents enclosed with this card pursuant to the Rules of Court.

You **MUST** complete and sign the acknowledgement below and mail this card within 3 days of the date you receive it or you may have to pay the costs of the Sheriff or some other person serving you personally.

Acknowledgement of Receipt

I hereby acknowledge that on the **15th** day of **June, 2025⁴**, I received the following documents:⁵

a) copy of the Notice of Application together with attached documents.

b) Financial Statement and income information.

John Richard Smith ⁶

John Richard Smith⁷

1. You can include this form with the documents being served on the other parent. Leave the signature line blank for them to sign.

2. Always include the full style of proceeding at the top of court documents. See example 1 for a style of proceeding.

3. The other parent's address.

4. Leave blank space here; the other parent will fill in the date when they sign the form.

5. List all the documents being served on the other parent.

6. The other parent signs here.

7. Type or clearly print the other parent's name below the signature line.