

Example 3. Affidavit of Service (Personal Service) (Form 18B)

Court File Number FDF-00-0000

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

Between:¹

Jane Mary Doe

Applicant

- and -

John Richard Smith

Respondent

Affidavit of Service (Form 18B)

I, **Kate Jones**², of the City of **Fredericton**³, in the County of **York**⁴, in the Province of New Brunswick, **teacher**⁵, MAKE OATH AND SAY AS FOLLOWS:

1. On the **15th** day of **June**, 2025⁶, I served the respondent with the attached document marked "A" by leaving a copy with **them** at **789 Queen Street, Hometown**⁷, New Brunswick.
2. I was able to identify the person served by means of the fact that **the Respondent admitted to being John Richard Smith. The respondent showed me his New Brunswick driver's license in the name of John Richard Smith, number 777777.**⁸

SWORN before me at **Fredericton**,⁹
in the County of **York**,
in the Province of New Brunswick,
this **16th** day of **June**, 2025.

A Commissioner of Oaths
Being a solicitor
or
My appointment expires
(Month. . . . Day. . . . Year)

Kate Jones¹⁰

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

2. The server's name goes here. This is the person you asked to serve the documents on the other parent.

3. The place where the server lives.

4. The county where the server lives.

5. The server's occupation, for example teacher or doctor.

6. The date (day, month and year) that the server served the documents.

7. The address where the server served the documents on the other parent.

8. Write down how the server knew who the other parent was. If the other parent showed the server a piece of identification, the type of identification and number should be included here.

9. The server must take this Affidavit to a Commissioner of Oaths and sign it. See Section 3.5 for more information. Leave blanks for the date and signatures.

10. The server's name, typed or clearly written.