

IN THE CIRCUIT COURT OF THE STATE OF OREGON  
FOR THE COUNTY OF COLUMBIA

Small Claims Department

\_\_\_\_\_  
\_\_\_\_\_

Plaintiff

vs

\_\_\_\_\_  
\_\_\_\_\_

Defendant

Case No. \_\_\_\_\_

**STATEMENT RE:  
SUBSTITUTE SERVICE**

TO THE DEFENDANT(S) NAMED BELOW:

YOU ARE HEREBY NOTIFIED that service upon you of the Notice of Claim in the above entitled cause was made by substitute service as follows:

Subservice was made on: \_\_\_\_\_

Name of Person

Date of service: \_\_\_\_\_

Time of Service: \_\_\_\_\_

Place of Service: \_\_\_\_\_

\_\_\_\_\_  
Plaintiff's Signature

**AFFIDAVIT OF MAILING**

STATE OF OREGON )

ss

Date mailed: \_\_\_\_\_

County of Columbia)

I, \_\_\_\_\_ being first duly sworn, depose and say that I did on the date shown, mail to the defendant(s) \_\_\_\_\_

at \_\_\_\_\_

a true copy of the Notice of Claim, in the above entitled cause, serve by substitute service in this cause; together with the foregoing statement of the date, time and place at which service was made; said copies were duly deposited in the United States Post Office at \_\_\_\_\_, Oregon, on said date, addresses as indicated.

\_\_\_\_\_  
Plaintiff's Signature

Subscribed and Sworn to Before Me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
TRIAL COURT ADMINISTRATOR  
or Notary Public  
Commission expires: \_\_\_\_\_

Statement Re Substitute Service March, 2002