
Using This Revisable PDF Form

1. Copies (Contact the Clerk's Office to determine if you need to provide copies or if copies will be made by the Clerk's Office.)
 - a. Original – to court.
2. Prepared by applicant; acknowledged by clerk or notary.
3. Attachments – none.
4. Preparation details
 - a. The return date will not be the return date set on the original case papers that started the suit. Instead, the return date will be set in the district court form DC-436, ORDER OF PUBLICATION, Data Element No. 6.
 - b. See Va. Code § 8.01-317 concerning Data Element No. 7 (dispensing with publication in a newspaper). Petitioner is liable for publication costs if the order is published in a newspaper.

AFFIDAVIT AND PETITION FOR ORDER OF PUBLICATION

Commonwealth of Virginia

VA. CODE §§ 8.01-296(3), -316; -317; 16.1-264

1 2 [] General District Court
[] Juvenile and Domestic Relations District Court

Party to be served:

3

I, the undersigned applicant, state under oath that the object of this suit is to

4

....., and that:

- [] Diligence has been used without effect to ascertain the location of the above-named person(s) to be served;
[] The last known residence of the person(s) to be served was in the county or city in which service is sought and that a return has been filed by the Sheriff that the process has been in his or her hands for 21 days and that he or she has been unable to make service; or
[] The party to be served is:
[] a foreign corporation,
[] a foreign unincorporated association, order or unincorporated common carrier, or
[] a non resident individual other than a nonresident individual fiduciary who as appointed a statutory agent under § 26-59.

6 The last known post office address of the party against whom Publication is ordered is:

[]

[] The post office address of the party against whom Publication is asked is unknown.

Wherefore, I ask for service of process by ORDER OF PUBLICATION:

7 [] and that the Court dispense with publication in a newspaper.

8

DATE

9

APPLICANT'S SIGNATURE [] PLAINTIFF [] ATTORNEY

Subscribed and sworn to before me this day:

10

DATE

11

CLERK

FOR NOTARY PUBLIC'S USE ONLY: 12

State of [] City [] County of

Acknowledged, subscribed and sworn to before me this day of, 20

NOTARY REGISTRATION NUMBER

NOTARY PUBLIC (My commission expires:))

RETURN DATE

13

FILE NO.

14

AFFIDAVIT AND PETITION FOR ORDER OF PUBLICATION

[] Commonwealth of Virginia, in re

15

....., a Juvenile

[] 16

PLAINTIFF

v.

DEFENDANT

Attorney for 17

NAME

ADDRESS

TELEPHONE

Data Elements

1. Jurisdiction name.
2. Check the appropriate type of court.
3. Name of party to be served by order of publication.
4. Nature of the relief sought.
5. Check the appropriate boxes.
6. Last known full mailing address of person named in Data Element No. 3. If address unknown, check second box.
7. Check this box if applicable.
8. Date of signing of affidavit.
9. Signature of applicant. Check the appropriate title box.

To be completed by person acknowledging signature:

10. Date of acknowledgement.
11. Signature of clerk or deputy clerk taking the acknowledgement.
12. If acknowledged by a notary public, all enclosed fields must be completed, including registration number and commission expiration date.

To be completed by Clerk:

13. Return date for case (see district court form DC-436, ORDER OF PUBLICATION, Data Element No. 6).
14. Court file number.

15. If used in a juvenile case, check this box and complete this style of the case.
16. If not used in a juvenile case, check this box and complete the style of the case (name(s) of plaintiff(s) and defendant(s)).
17. If filed by an attorney, insert name of party and name, address, and telephone number of his attorney.