

State Of North Dakota

In District Court

County Of _____

_____ Judicial District

The State Of North Dakota,)
)
 Plaintiff,)
 vs)
)
 _____)
 Defendant.)

Criminal Case No. _____

Declaration Of Service By Mail

(A separate Declaration is required for each person served.)

The person serving court documents by mail states:

1. My name is _____ (name of person who mailed documents).

2. I am at least 18 years of age.

3. **List of Court Documents Served** (each bulleted document is required to be served when making a Motion to Prohibit Public Access to a Defendant’s criminal records. If you have documents, such as exhibits, that aren’t listed, use “Other” to write the title of each):

- Notice of Motion to Prohibit Public Access
- Motion to Prohibit Public Access
- Brief in Support of Motion to Prohibit Public Access
- Declaration in Support of Motion to Prohibit Public Access
- Proposed Findings of Fact, Conclusions of Law and Order on Motion to Prohibit Public Access
- Other: _____
- Other: _____
- Other: _____

4. Date of Service by Mail:

Date Court Documents Were Served by Mail: _____

5. Service by Mail:

As required by Rule 5(b)(3) of the North Dakota Rules of Civil Procedure, I served a true and correct copy of each of the court documents listed in Paragraph 3 by mailing them, enclosed in an envelope, by First-Class mail, postage prepaid, and by depositing them in the United States Mail, directed to the state's attorney for the North Dakota County in which this matter was prosecuted.

6. Person Served by Mail:

Name of State's Attorney: _____

Mailing Address: _____

City, State, Zip Code: _____

7. I declare, under penalty of perjury under the law of North Dakota, that everything I stated in this Declaration is true and correct.

Signed on _____ (date) in _____ (city),
_____ (county), _____ (state), _____ (country).

(Signature of Person Who Mailed Documents)

(Printed Name)

(Address) (City, State, Zip Code)

(Telephone Number) (Email Address)