

STATE OF NEW YORK
SURROGATE'S COURT COUNTY OF CORTLAND

Proceeding for _____
ESTATE OF _____
Deceased

AFFIDAVIT FOR
SERVICE OF PROCESS
BY MAIL
SCPA 307(2)

STATE OF NEW YORK
ss:
COUNTY OF CORTLAND

_____ being duly sworn says:

- 1. I am over 18 years of age.
- 2. On _____ (date) I sent to the persons named below a true copy of the process

issued in the above proceeding by: (Check appropriate boxes)

- Certified Mail, Return Receipt Requested
- Registered Mail, Return Receipt Requested
- Special Mail Service by:
 - Federal Express
 - Airborne
 - DHL
 - United Parcel Service
 - U.S. Postal Service Express Mail

- 3. Enclosed with the process was one of the following (Delete Lines Not Applicable)

PROBATE: A copy of the will being offered for probate

ACCOUNTING: A copy of the summary statement of the account

OTHER PROCEEDINGS: _____
(specify documents if any)

NAME ADDRESS

(If necessary, add additional names and addresses on reverse side)

Sworn to before me on _____, 20____

(Notary Public)

STATE OF NEW YORK
SURROGATE'S COURT COUNTY OF

Proceeding for _____
ESTATE OF _____
Deceased

AFFIDAVIT CONCERNING
DELIVERABILITY
OF PROCESS
SERVED BY MAIL
SCPA 307(2)

STATE OF NEW YORK

ss:

COUNTY OF

_____, being duly sworn says:

(1) I am an attorney-at-law, duly admitted to practice in the State of New York. I have had charge of the work in the above entitled proceeding. This affidavit is made to advise the Court whether any of the copies of process served by certified or registered mail or special mail service were returned as undeliverable.

(2) On _____, 20__, a true copy of the process issued in this proceeding was sent by certified or registered mail or special mail service in a prepaid envelope containing a return address, to wit:

(set forth return address on envelope)

to the following named persons at the addresses opposite their names:

Name

Address

(if necessary, add additional names and addresses on reverse side)

(3) On _____, 20__, the process issued was returnable before this court. Of my own knowledge, I know that I have in my possession return receipts for certified or registered mail signed by all of the persons listed above, except _____

OR I have in my possession receipts for special mail service by

Federal Express Airborne DHL United Parcel Service U.S. Postal Service Express Mail upon all of the persons listed above, except _____

Delete phrase not applicable

(4) This affidavit is made in addition to the affidavit of mailing of the process heretofore filed herein, and informs the Court of the effectiveness of the service of process by mail.

Sworn to before me on _____, 20__.

Notary Public