

IN THE DISTRICT COURT FOR THE STATE OF ALASKA  
AT \_\_\_\_\_

State of Alaska )  
 City/Borough of \_\_\_\_\_ )  
vs. )  
\_\_\_\_\_) Defendant. )  
\_\_\_\_\_)

CITATION NO. \_\_\_\_\_

**CERTIFICATE OF SERVICE  
BY CERTIFIED MAIL**

I certify that the following facts are true:

On \_\_\_\_\_, I mailed the citation by certified mail with restricted delivery, return receipt requested, to the defendant named above at the:

- address listed on the citation
- following address: \_\_\_\_\_  
(address)

The postal receipt (green card) was returned to this office showing that the defendant signed it. The date of delivery on the card is \_\_\_\_\_.

I understand that this agency should retain the receipt card for at least two years after judgment is entered in case an issue arises about whether the defendant was served and the agency is required to file the card with the court.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Name of Agency