

6. Plaintiff/Petitioner's Motion is denied, for the following reason(s):

Entered: _____, 2023

Judge

Instructions for Service by Alternative Means

SERVICE BY E-MAIL: (1) Have appropriate form of Summons issued by the Clerk. (2) Prepare e-mail directed to Defendant/Respondent's current e-mail account; (3) Attach copies of the Summons, Compliant/Petition or other pleading to the e-mail; (4) subject line of the e-mail must state: "**Important Information – You Are Being Sued;**" (5) The body of the e-mail must state: "**You have been sued. Read all of the documents attached to this e-mail. To participate in the case you must follow the instructions listed in the attached Summons. If you do not, the court may decide the case without hearing from you, and you could lose the case.**" (6) Within 10 days send a copy of the Summons, Complaint/Petition and any other required documents by regular mail to the Defendant/Respondent at his/her last known residence. (7) Save/print a copy of the e-mail to include with Proof of Service; (8) File Proof of Service (Proof of Delivery) – see below.

SERVICE BY TEXT MESSAGE: (1) Have appropriate form of Summons issued by the Clerk. (2) Prepare text message directed to Defendant/Respondent's current cellphone telephone number; (3) Attach copies of the Summons, Compliant/Petition or other pleading to the text message; (4) The body of the text message must state: "**Important Information: You have been sued. Read all of the documents attached to this message. To participate in the case you must follow the instructions listed in the attached Summons. If you do not, the court may decide the case without hearing from you, and you could lose the case.**" (5) Within 10 days send a copy of the Summons, Complaint/Petition and any other required documents by regular mail to the Defendant/Respondent at his/her last known residence. (6) Save/print a **screen print** of the text message to include with Proof of Service); (7) File Proof of Service (Proof of Delivery) – see below.

SERVICE BY SOCIAL MEDIA: (1) Have appropriate form of Summons issued by the Clerk. (2) Send a direct message directed to Defendant/Respondent on a social media platform on which he/she has an active profile; (3) Attach copies of the Summons, Compliant/Petition or other pleading to the direct message; (4) The body of the direct message must state: "**Important Information: You have been sued. Read all of the documents attached to this message. To participate in the case you must follow the instructions listed in the attached Summons. If you do not, the court may decide the case without hearing from you, and you could lose the case.**" (5) Within 10 days send a copy of the Summons, Complaint/Petition and any other required documents by regular mail to the Defendant/Respondent at his/her last known residence. (6) Save/print a **screen print** of the social media direct message to include with Proof of Service (7) File Proof of Service (Proof of Delivery) – see below.

Proof of Service of Alternative Means of Service

After mailing copies of the Summons, Complaint/Petition and other required documents, file Proof of Service (Proof of Delivery) as to what documents were served by alternative means, where, when and by what means they were served, and the date copies were mailed to Defendant/Respondent's last known address. Attach copies of the Summons, Complaint/Petition and other required documents serve along with screen prints/copies of the e-mail, text message or social media direct message used for service.