

# EVICTON PROCESS

## When Occupant Answers the Door

Process server  
hands occupant  
eviction notice

### AFFIDAVIT OF SERVICE

- Process server prepares Affidavit of Service.
- Process server can file affidavit with the court.
- OR-
- Process server sends affidavit packet to landlord for filing.

### WHAT TO EXPECT

If process server files with the court...

- Process server will email/mail **court-stamped copy of Affidavit of Service** to landlord. Landlord waits for trial.

If process server DOES NOT file with the court...

- Process server will email/mail **signed original Affidavit of Service** to landlord. Landlord files with the court.