

COURT CODE: _____
Your Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Email: _____

DISTRICT COURT
_____ **COUNTY, NEVADA**

<p style="text-align: center;">_____ Plaintiff,</p> <p style="text-align: center;">vs.</p> <p style="text-align: center;">_____ Defendant.</p>	<p>CASE NO.: _____</p> <p>DEPT NO.: _____</p>
--	---

AFFIDAVIT OF DUE DILIGENCE

Directions:

Someone must search for the Defendant. This form includes many ways that you might be able to find Defendant.

Find out from your judge's staff if you can do the search or if someone else should.

Different judges have different requirements. Whoever does the search should fill out this form to let the judge know all of the efforts made to locate Defendant.

I, (*your name*) _____, respectfully state:

1. A court case was filed against Defendant. Defendant needs to be served with a summons and complaint, but I have not been able to find a current address for Defendant.

2. **Last Address.** To the best of my knowledge, Defendant's last known address is:

Last Known Street Address

City, State, Zip Code

3. **Mail.** (*check one*)

- I do not have a last known street address for Defendant.
- I requested forwarding information from the U.S. Postal office on *(date you requested forwarding information)* _____ and (*check one*)
 - did not receive a response / received the following information for Defendant:

4. **Attempts to Serve Defendant.** (*check one*)

- No one tried to serve the last known address because: *(explain why no one tried to serve Defendant at the last known address)*

- Someone tried to serve the Defendant in person at the address above, but Defendant does not live there anymore. *(file an affidavit of attempted service as proof)*
- Defendant is avoiding being served. The following attempts to serve Defendant failed: *(explain when and how service was attempted, and Defendant's response)*

5. **Attempts to Locate Defendant.** I have done the following to try to find the Defendant:

Email. (*check one*)

- I do not have an email address for Defendant.
- All of Defendant's known email addresses are *(list all known email addresses for Defendant)* _____. I emailed Defendant at these addresses to ask for Defendant's current address on *(date you emailed)* _____. I got the following response back *(explain what, if any, response you got from Defendant through email)*

Phone / Text. (*check one*)

- I do not have a phone number for Defendant.
- Defendant's last known phone number is *(Defendant's phone number)* _____. I called and/or texted the phone number to ask for Defendant's current address on *(date you called/texted)* _____. I got the following response back *(explain what, if any, response you got from Defendant)*

Social Media. I looked for Defendant on these social media sites:

	Describe What You Found	Date
<input type="checkbox"/> Facebook: www.facebook.com		
<input type="checkbox"/> Twitter: www.twitter.com/		
<input type="checkbox"/> LinkedIn www.linkedin.com/		
<input type="checkbox"/> Other: _____		

Friends/Family. (*check one*)

- I do not know any of Defendant’s friends or family.
- I contacted the Defendant’s friends and family who told me:

Name of Person You Contacted	Relationship to Defendant	What They Told You	Date

Employer. (*check one*)

- I do not know any of Defendant’s employers.
- I contacted the Defendant’s current/former employers who told me:

	Name of Employer	What They Told You	Date
Current Employer			
Past Employer			

Neighbors. (*check one*)

- I did not contact any of Defendant’s former neighbors.
- I contacted the neighbors around Defendant’s last known address who told me:

Name of Neighbor	What They Told You	Date

Online People Searches. I searched the following online databases for Defendant:

	Describe What You Found	Date
<input type="checkbox"/> www.familytreenow.com/		
<input type="checkbox"/> www.intelius.com/		
<input type="checkbox"/> www.spokeo.com/		
<input type="checkbox"/> www.peoplefinders.com/		
Other: _____		

Public Records. I searched the following public records databases:

	Describe What You Found	Date
<input type="checkbox"/> _____ County Assessor		
<input type="checkbox"/> _____ County Recorder		
<input type="checkbox"/> _____ District Court Records		
<input type="checkbox"/> _____ Justice Court Records		
Other: _____		

Jail / Prison. (*check one*)

Defendant does not have a criminal history to my knowledge.

Defendant is, was, or may be in jail or prison. I searched these inmate records:

	What Did You Find	Date
<input type="checkbox"/> _____ County Detention Center		
<input type="checkbox"/> _____ City Jail		
<input type="checkbox"/> _____ City Jail		
<input type="checkbox"/> NV Department of Corrections https://ofdsearch.doc.nv.gov/		
<input type="checkbox"/> Nationwide Inmate Locator http://inmatesplus.com/		
<input type="checkbox"/> Federal Inmate Locator https://www.bop.gov/inmateloc/		
<input type="checkbox"/> Other: _____		

Child Support. (*check one*)

- There is no child support case against Defendant.
- There is a child support case against Defendant with the local child support agency, and the child support office has not been able to locate Defendant or will not release Defendant's information to me.

Military. (*check one*)

- Defendant has never been in the military to my knowledge.
- Defendant is/was in the military. I contacted the following military locator services:
 - Air Force: (210) 565-2660
 - Army: emailed usarmy.knox.hrc.mbx.foia@mail.mil
 - Navy (855) NAVY-311 (855-628-9311)
 - Marines (703) 784-3942
 - Coast Guard: <http://www.uscg.mil/locator/>

The locator service told me: _____

Death Index. (*check one*)

- I did not check the Social Security death index.
- I did check the Social Security Death Index at <https://familysearch.org/search> and did not find Defendant's name.

Other. Other efforts I made to locate the Defendant are: *(describe anything else you did to try and find the Defendant):*

6. I was not able to locate the Defendant after conducting the above search. I believe that Defendant cannot be found at this time.

I declare under penalty of perjury under the law of the State of Nevada that the foregoing is true and correct.

DATED _____, 20____.

Submitted By: *(your signature)* _____

(print your name) _____