*MODEL FORM*

**REQUEST FOR SERVICE OF DOCUMENTS IN CIVIL CASES**

(Court)

.....................................

(case ref. no.)

.....................................

(date)

The ....................................................................... Court in ........................................................, the Republic of Poland,

requests that you see to the service of the appended letters on Mr/Ms ...........................................,

..................................................................,

(addressee and specific address)

(1) by ordinarily delivering them to the addressee;

(2) under the procedure stipulated by the internal law of .........................................;

 (country)

(3) under the following specific form: .....................................................................................

..........................................................................................................................................\*)

and that you return the appended proof of service, having duly filled it out, or that you certify the fact that the letters were served, specifying the place and date of service.

If it is not possible to execute this request, this Court requests that you specify the reasons for this.

Translation to ..............................................................................\*\*) is hereby appended.

The case of ...............................................................................................................................

(specify plaintiff or applicant)

versus ................................................................................................................................

(specify defendant or participant)

for ..............................................................................................................................................

(specify subject matter of proceedings)

The ........................................................................... Court in .............................................................. would like to thank you in advance for handling the aforementioned request and wishes to assure you that it is always ready to execute the requests for legal assistance addressed by the Courts in ........................................

List of letters to be served:

(1) ........................................................................................................................................................

(2) ........................................................................................................................................................

(3) ........................................................................................................................................................

(4) ........................................................................................................................................................

(5) ........................................................................................................................................................

 Judge

 ...............................

 (signature)

 (Seal of the Court)