

**IN THE COURT OF THE PUYALLUP TRIBE OF INDIANS  
FOR THE PUYALLUP INDIAN RESERVATION  
TACOMA, WASHINGTON**

In re:

\_\_\_\_\_  
*Name(s) of Minor Child(ren) or Vulnerable Tribal Adult*

\_\_\_\_\_  
*DOB(s)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Plaintiff(s)/Petitioner(s),

v.

\_\_\_\_\_  
\_\_\_\_\_  
Defendant(s)/Respondent(s).

Case No. PUY-CV-\_\_\_\_\_

**REQUEST FOR COURT CLERK TO  
EFFECT SERVICE OF PROCESS BY  
CERTIFIED MAIL**

**NOTICE TO PLAINTIFF(S)/PETITIONER(S)**

1. Plaintiff(s)/Petitioner(s) may use this form when: (1) you are filing a new or amended civil complaint/petition with this Court and (2) you want the Court Clerk to effect service of process on the other party(ies) by certified mail/return receipt.
2. Note: The Court Clerk cannot complete service of process by personal service on your behalf; personal service on the other party(ies) is your responsibility to arrange to be accomplished in accordance with Puyallup Tribal Civil Procedures Code § 4.08.100(a).
3. For the Court Clerk to fulfill your request, you must provide the name and mailing address of the other party(ies) where the certified mail will be directed. If you do not or cannot provide a mailing address for the other party(ies) at the time of filing, then the Court Clerk must reject your request.
4. COVID-19 Delays Service: In light of the COVID-19 pandemic, the Court has found that service of process by certified mail/return receipt may take sixty days or more to be accomplished. As a result, the Court must schedule hearings at least sixty days out to fulfill your request.

**COMES NOW**, Plaintiff(s)/Petitioner(s) and requests the Clerk of the Court to effect service of process on Defendant(s)/Respondent(s) by certified mail, return receipt requested, in accordance with Puyallup Tribal Civil Procedures Code § 4.08.100(b).

The Defendant(s)/Respondent(s) last known mailing address(es) is(are):

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IF THE CERTIFIED MAIL IS RETURNED AS “UNDELIVERABLE,” “UNCLAIMED,” OR FOR OTHER REASONS, THE COURT CLERK WILL NOT ATTEMPT REDELIVERY (EXCEPT DUE TO TYPOGRAPHICAL ERROR) UNLESS A NEW REQUEST FORM IS FILED WITH AN UPDATED MAILING ADDRESS.**

*I certify, under penalty of perjury under the laws of the Puyallup Tribe of Indians, that the foregoing statement and attachments are true and correct to the best of my knowledge and belief.*

\_\_\_\_\_  
*Petitioner Signature*

\_\_\_\_\_  
*Date*

/s/  
\_\_\_\_\_  
*Print Name – Petitioner Electronic Signature*

\_\_\_\_\_  
*Petitioner Address Street, Unit City, State Zip Code*

\_\_\_\_\_  
*Co-Petitioner Signature*

\_\_\_\_\_  
*Date*

/s/  
\_\_\_\_\_  
*Print Name – Petitioner Electronic Signature*

\_\_\_\_\_  
*Petitioner Address Street, Unit City, State Zip Code*