

Affidavit of Service

Federal Circuit and Family Court of Australia (Family Law) Rules 2021- **RULE 2.32**
 Federal Circuit and Family Court of Australia (Division 2) (General Federal Law) Rules 2021 - **RULE 6.05**

Please type or print clearly and mark [X] all boxes that apply. Attach extra pages if you need more space to answer any questions.

Filed in:

- Federal Circuit and Family Court of Australia (Division 1)
- Federal Circuit and Family Court of Australia (Division 2)
- Other (specify)

Type of proceedings:

- Family law proceedings
- Migration proceedings
- General federal law proceedings
- Other (specify) _____

Filed on behalf of:

Heather Anne Cooke
 (NAME OF PARTY)

Client ID _____

File number _____

Filed on _____

Next Court date (if known) _____

Part A About the server

1 What is the name and address of the person who served the documents?

Family name (as used now)/Title/Organisation

Given names (as required)

Shedden

Olivia Jade

C/- Delaney Roberts Family Lawyers

Telstra Civic, Suite 1 Level 2, 317 Hunter Street State NSW Postcode 2300

Part B About the person or organisation served

2 What is the name of the person on whom the documents were served?

Family name (as used now)/Title/Organisation

Given names (as required)

Cooke

Stephen Christopher

For service in family law proceedings **GO TO PART C.**

For service in migration and general federal law proceedings **GO TO PART D.**



Part C About the documents served (family law proceedings only)

3 What documents were served? Mark [X] all boxes that apply

| | |
|--|---|
| <input type="checkbox"/> Initiating Application (Family Law) | <input checked="" type="checkbox"/> Application in a Proceeding |
| <input type="checkbox"/> Response to Initiating Application | <input type="checkbox"/> Response to an Application in a Proceeding |
| <input type="checkbox"/> Genuine Steps Certificate | <input type="checkbox"/> Application – Contravention |
| <input type="checkbox"/> Questionnaire – Financial | <input type="checkbox"/> Application – Enforcement |
| <input type="checkbox"/> Questionnaire – Parenting | <input type="checkbox"/> Application – Contempt |
| <input type="checkbox"/> Notice of child abuse, family violence of risk | <input type="checkbox"/> Application for Review |
| <input type="checkbox"/> Financial Statement | |
| <input type="checkbox"/> Court brochure/s (specify) _____ | |
| <input checked="" type="checkbox"/> Affidavit of (FULL NAME) <u>Heather Anne Cooke</u> | |
| sworn on 11/03/2025 | |
| <input type="checkbox"/> Subpoena and conduct money of \$ _____ | |
| <input checked="" type="checkbox"/> Other (give details) <u>Orders sealed 17/03/2025</u> | |

Part D About the documents served (migration/general federal law proceedings only)

4 What documents were served? Mark [X] all boxes that apply

| | |
|---|---|
| <input type="checkbox"/> Application – General Federal Law | <input type="checkbox"/> Applicant’s Genuine Steps Statement |
| <input type="checkbox"/> Response – General Federal Law | <input type="checkbox"/> Respondent’s Genuine Steps Statement |
| <input type="checkbox"/> Application – Migration Act | <input type="checkbox"/> Application in a Proceeding |
| <input type="checkbox"/> Application – Human Rights | <input type="checkbox"/> Response to an Application in a Proceeding |
| <input type="checkbox"/> Notice of Appeal (Child Support) | |
| <input type="checkbox"/> Bankruptcy (specify form/s): _____ | |
| <input type="checkbox"/> Fair Work (specify form/s): _____ | |
| <input type="checkbox"/> Court brochure/s (specify) _____ | |
| <input type="checkbox"/> Court brochure/s (specify) _____ | |
| <input type="checkbox"/> Copy of affidavit of (FULL NAME) _____ | |
| sworn/affirmed on _____ / _____ / _____ | |
| <input type="checkbox"/> Subpoena and conduct money of \$ _____ | |
| <input type="checkbox"/> Other (give details) _____ | |

Part E About how service was carried out

5 How were the documents served?

By hand

By post or by electronic means



Part F Service by hand

6 I swear* / affirm* that (mark [X] all boxes that apply):

The facts set out in Items 1-5 are true

I served the documents listed in Part C or D by handing them to the person or representative of the organisation named in Item 2

on ____/____/____ at _____ AM/PM at:

| |
|----------------------------|
| _____ |
| State _____ Postcode _____ |

I attempted to hand the documents listed in Part C or D to the person or representative of the organisation named in Item 2

on ____/____/____ at _____ AM/PM at:

| |
|----------------------------|
| _____ |
| State _____ Postcode _____ |

The person or representative of the organisation refused to accept them. I put them down and left them in their presence and told them what the documents were.

I am able to identify the person or representative of the organisation served because (mark [X] all boxes that apply):

I know the person or representative of the organisation

The person is shown in the attached photograph

I saw the person or representative of the organisation sign the Acknowledgment of Service attached

I had the following conversation with the person or representative of the organisation at the time of service (set out the conversation relating to the person's identity)

PLEASE DO NOT SIGN UNTIL YOU ARE WITH A PERSON WHO IS LEGALLY ABLE TO WITNESS YOUR SIGNATURE IN YOUR STATE OR TERRITORY

| | | |
|---------------------------------------|-------------------------------------|---------------------|
| Signature of person serving documents | Place _____ | Date ____/____/____ |
| Before me (signature of witness) | Full name of witness (please print) | |

Justice of the Peace Notary public Lawyer

Authorised Staff Member of the Court



Part G Service by post or electronic communication

7 I affirm that (mark [X] all boxes that apply):

- The facts set out in Items 1-5 are true
- I served the documents listed in Part C or D by:
 - posting them
 - electronic communication
 - fax (migration/general federal law proceedings only)

on 12/03/25 (Application in a Proceeding and Affidavit of Heather Anne Cooke) and on 18/03/25 (Orders)



to the person being served at:

| | | |
|-------|--------------------------|----------|
| | State | Postcode |
| Phone | | |
| Email | stephencooke.c@gmail.com | |

I recognise the signature on the attached Acknowledgment of Service as that of [insert name of person served]

because I have seen that person's signature on previous occasions.

PLEASE DO NOT SIGN UNTIL YOU ARE WITH A PERSON WHO IS LEGALLY ABLE TO WITNESS YOUR SIGNATURE

| | |
|--|--|
|  Signature of person serving documents | Place Newcastle Date 26/03/2025 |
|  Before me (signature of witness) | Charlotte Hoffman Full name of witness (please print) |

- Justice of the Peace
- Notary public
- Lawyer
- Authorised Staff Member of the Court

Approved by Chief Justice/Chief Judge pursuant to Rule 15.21 of the Family Law Rules and Rule 2.04 of the General Federal Law Rules. 0921V2

