

Case No. \_\_\_\_\_

**BETWEEN:**

\_\_\_\_\_  
(Name of all Applicants listed on Application)

- and -

\_\_\_\_\_  
(Name of all Respondents listed on Application)

***Affidavit of Service by Landlord***

I, \_\_\_\_\_, of \_\_\_\_\_  
Print full name Print full address including City/Town, Province

\_\_\_\_\_, as the  landlord,  agent, or  lawyer,

**MAKE OATH AND SAY / SOLEMNLY AFFIRM AND DECLARE as follows:**

**THAT** I served the respondent(s), \_\_\_\_\_, with a true copy of  
Name of all respondent(s) as it appears on the Notice of Hearing

- Application Package (Notice of Hearing, Application and Evidence)
- Other \_\_\_\_\_

**THAT** I served the respondent(s):

**a)  PERSONALLY:**

I delivered the copies to \_\_\_\_\_, and left the same  
Print full address including City/Town, and Province  
with \_\_\_\_\_, at \_\_\_\_\_ am/pm on \_\_\_\_\_, 20\_\_\_\_.  
Name of respondent(s) served Time Date Delivered

**b)  LEAVING COPIES AT THE PREMISES WITH AN ADULT:**

After failing to serve the respondent(s) personally

**(i)** I left the copies with an adult person, who I believe resides at the rental premises,  
at \_\_\_\_\_ and leaving the  
Print full address of rental premises, including City/Town, Province

same with \_\_\_\_\_, at \_\_\_\_\_ am / pm on \_\_\_\_\_, 20\_\_\_\_.  
Name of person served Time Date delivered

because I believed the respondent(s) to be absent from the premises / evading service.

(ii) I attempted to serve the tenant(s) personally on the following dates and times:

\_\_\_\_\_ at \_\_\_\_\_ am/pm  
\_\_\_\_\_ at \_\_\_\_\_ am/pm  
\_\_\_\_\_ at \_\_\_\_\_ am/pm

c)  **POSTING COPIES ON A CONSPICUOUS PLACE ON THE PREMISES:**

After failing to serve the respondent(s) personally

(i) I posted the copies on a conspicuous place on the rental premises, namely, \_\_\_\_\_

\_\_\_\_\_ at \_\_\_\_\_ am / pm  
Print full address of the premises including City/Town, Province Time

on \_\_\_\_\_, 20\_\_\_\_ because I believed the respondent(s) to be absent from the  
Date Posted  
premises / evading service.

(ii) I attempted to serve the respondent(s) personally on the following dates and times:

\_\_\_\_\_ at \_\_\_\_\_ am/pm  
\_\_\_\_\_ at \_\_\_\_\_ am/pm  
\_\_\_\_\_ at \_\_\_\_\_ am/pm

d)  **REGISTERED MAIL:**

I mailed the copies by registered mail to the respondent(s) at

\_\_\_\_\_  
Print full address including City/Town, Province, and postal code

Attached and marked as Exhibit "A" is the Canada Post receipt with the tracking number.  
Attached and marked as Exhibit "B" is the printed Canada Post acknowledgement of receipt  
(with the signature of the person who accepted the package) dated \_\_\_\_\_ 20\_\_\_\_.

e)  **AS DIRECTED BY THE RESIDENTIAL TENANCY DISPUTE RESOLUTION SERVICE:**

I delivered the copies by \_\_\_\_\_  
Method of Service

on \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_ am/pm.  
Date and Time of Service

**Sworn / Affirmed before me**

on \_\_\_\_\_, 20\_\_\_\_  
at the City of \_\_\_\_\_ in the Province  
of Alberta.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
(Print name)

\_\_\_\_\_  
A Commissioner in and for the Province of Alberta