

**IN THE TRIBAL COURT OF THE  
PRAIRIE ISLAND INDIAN COMMUNITY**

**STATE OF MINNESOTA**

Attorney, Party Without Attorney or Governmental Agency  
(Name, State bar number (if applicable), and address)

Telephone Number:

Fax Number:

Attorney for:

<p style="text-align: center;">_____, Plaintiff.</p> <p style="text-align: center;">v.</p> <p style="text-align: center;">_____, Defendant.</p>	<p style="text-align: center;">CASE NO. _____</p> <p style="text-align: center;"><b>PROOF OF SERVICE BY FACSIMILE</b></p> <p style="text-align: center;">Date: Time: Judge:</p>
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**NOTICE: TO SERVE TEMPORARY RESTRAINING ORDERS, YOU MUST  
USE PERSONAL SERVICE**

1. I am at least 18 years of age, not a party to this action, and I am a resident of or employed in the county where service took place.
  
2. My residence or business address is:
  
  
  
  
  
  
  
  
  
  
3. Our office has a written agreement with \_\_\_\_\_ that allows service of documents by facsimile transmission to the following facsimile number \_\_\_\_\_. I am readily familiar with the operation of the facsimile machine from which the transmissions referenced in paragraph 4 were sent. The facsimile machine from which said transmissions were sent is located at \_\_\_\_\_ and its facsimile number is \_\_\_\_\_. On the

date said transmissions were sent, said facsimile machine was in proper working condition.

4. Pursuant to the written agreement referenced in paragraph 3, I served a copy of the following documents: *(Specify and attach additional sheets, if necessary.)*

by facsimile transmission to the following facsimile number \_\_\_\_\_.

The original of the completed facsimile transmission sheet is attached hereto.

I declare under penalty of perjury under the laws of the Prairie Island Indian Community that the foregoing is true and correct.

Date:

\_\_\_\_\_  
(Type Name or Print)

\_\_\_\_\_  
(Signature of Person Completing Form)

**INFORMATION SHEET FOR PROOF OF SERVICE BY FACSIMILE**

A person at least 18 years of age or older must serve these documents. There are three ways to serve documents: (1) personal delivery, (2) by mail and (3) by facsimile. If the documents are being personally served or served by mail, you must use the corresponding form. The person who serves the documents must complete a proof of service form for the documents being served. **You cannot serve documents if you are a party to the action.**

**In order to serve documents by facsimile, you must have a written agreement to do so with the party upon whom facsimile service is being attempted.**

**INSTRUCTIONS FOR THE PERSON WHO SERVES THE DOCUMENTS (TYPE OR PRINT IN BLACK INK)**

You must complete a proof of service for each package of documents you serve.

Complete the top section of the proof of service form as follows:

**Above the case name box:** In this area, type or print the name, address phone number and fax number (if applicable) of the attorney or person representing the party serving the documents.

**In the case name box:** Type or print the name of the plaintiff and the defendant in this action. Use the same names set forth in the documents you are serving. To the left of that information, print the case number, the date and time set for the hearing or matter before the court and the name of the judge to hear the matter, if known.

**You cannot serve temporary restraining orders by mail or facsimile transmission. You must serve those documents by personal service.**

1. You are stating that you are at least 18 years of age and that you are not a party to this action. You are also stating that you either live or work in the county where the facsimile transmission took place.
2. Type or Print your home or business address.
3. In the first blank, set forth the name of party upon whom documents are being served. In the second blank, set forth their facsimile number. In the third blank, set forth the location of your facsimile machine. In the fourth blank, set forth your facsimile number.
4. List the name of each document that you sent by facsimile transmission. If necessary, you may attach a sheet to the proof of service form that sets forth the names of the documents mailed. In the blank below the area set aside to list documents served, again list the facsimile number to which the documents were sent.
5. By signing this form, you are stating under penalty of perjury that the information you have provided is true and correct.

**Print your name, fill in the date, and sign the form.**