

# Form 80A – Request for service abroad of judicial documents and certificate

## REQUEST FOR SERVICE ABROAD OF JUDICIAL DOCUMENTS AND CERTIFICATE

### PART 1—REQUEST FOR SERVICE ABROAD OF JUDICIAL DOCUMENTS

Convention on the Service Abroad of Judicial and  
Extrajudicial Documents in Civil or Commercial Matters,  
done at The Hague on 15 November 1965

Supreme Court Prothonotary Level 2, 436 Lonsdale Street Melbourne VIC 3000	Ministry of Justice, Department of Judicial Assistance and Cooperation, Division of Judicial Assistance International Legal Cooperation Centre Ministry of Justice of China 33, Pinganli Xidajie Xicheng District BEIJING 100035 People's Republic of China
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The undersigned forwarding authority (on the application of **XXX**) has the honour to transmit—in duplicate—the documents listed below and, in conformity with Article 5 of the above-mentioned Convention, requests prompt service of one copy thereof on the addressee, **XXX**, China, in accordance with the provisions of subparagraph (a) of the first paragraph of Article 5 of the Convention.

The receiving authority is requested to return or to have returned to the forwarding authority a copy of the documents with a certificate as provided in Part 2 of this Form on the reverse side.

#### List of documents

1. Form 80A – Request for Service Abroad of Judicial Documents and Certificate (**Form 80A**);
2. Form 80B – Summary of the Document to be served (**Form 80B**);
3. Complaint dated XXX, filed in proceeding no. XXX (**Complaint**);
4. Certified translations of:
  - a. Form 80A;

- b. Form 80B;
  - c. Complaint; and
5. Certificate of translation in accordance with rule 80.04(5) of the *Supreme Court (General Civil Procedure) Rules 2015* (Vic).

Done at \_\_\_\_\_, the  
Signature or stamp (or both) of forwarding authority.

## PART 2—CERTIFICATE

Convention on the Service Abroad of Judicial and  
Extrajudicial Documents in Civil or Commercial Matters,  
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The undersigned authority has the honour to certify, in conformity with Article 6 of the Convention:

1. that the documents listed in Part 1 have been served\*

the (date)

at (place, street, number)

in one of the following methods authorised by Article 5:

- (a) in accordance with the provisions of subparagraph (a) of the first paragraph of the Article 5 of the Convention\*:
- (b) in accordance with the following particular method\*:
- (c) by delivery to the addressee, who accepted it voluntarily\*.

The document referred to in the request, has been delivered to:

(identity and description of person)

relationship to the addressee (family, business or other)

2. that the document has not been served, by reason of the following facts\*:

In conformity with the second paragraph of Article 12 of the Convention, the forwarding authority is requested to pay or reimburse the expenses detailed in the attached statement\*.

## **Annexes**

Documents returned:

In appropriate cases, documents, establishing the service:

Done at \_\_\_\_\_, the  
Signature or stamp (or both).