

Enter the name of the county in which this case was filed.	<b>STATE OF WISCONSIN, CIRCUIT COURT,</b> _____ <b>COUNTY</b>	
Enter the <b>Plaintiff's</b> name as it is listed on the Summons and Complaint.	Plaintiff(s): _____ _____	<input type="checkbox"/> Amended  <b>Affidavit of Service of SC-500, Summons and Complaint Corporation or Limited Liability Company (LLC) (Non-Eviction)</b>
	-vs-	
Enter the <b>Defendant's</b> name as it is listed on the Summons and Complaint.  Enter the case number.	Defendant(s): _____ _____	
		Case No. _____

**UNDER OATH, I STATE:**

For 1, check the box to indicate the state where you live.
<b>Note:</b> A party in this case <b>cannot</b> serve the summons and complaint on the defendant.
For 3, make sure that the served copy was signed at the time of service, and also included the time, date, place, manner of service, and upon whom service was made.
For 4, check 4A, or 4B, or 4C.  If 4A, fill in the address, date and time.  If 4B, fill in the name, address, date, and time.  If 4B, also explain what other efforts you made to find and serve the officer personally before you left a copy with someone else.

1. I am an adult resident of the State of  
 Wisconsin.       Illinois.       Iowa.       Michigan.       Minnesota.
  
  2. I am not a plaintiff in this case.
  
  3. I served an authenticated copy of the Small Claims Summons and Complaint. At the time of service, I signed my name **on the copy that was served** [For example, on the back or in any blank space] and indicated the time, date, place, manner of service, and upon whom service was made.
  
  4. The manner of service was
    - A. I gave a copy to the person who I knew to be an officer, director or managing agent of the corporation/LLC with [Name] \_\_\_\_\_ at [Address] \_\_\_\_\_ on [Date] \_\_\_\_\_ at \_\_\_\_\_ o'clock  a.m.  p.m.
  
    - B. I could not give a copy to an officer, director or managing agent of the corporation/LLC personally even after reasonable effort(s). I left a copy with the person who is apparently in charge of the office. I informed that person of the contents of the papers.  
 I left a copy with [Name] \_\_\_\_\_ at [Address] \_\_\_\_\_ on [Date] \_\_\_\_\_ at \_\_\_\_\_ o'clock  a.m.  p.m.
- Before leaving a copy, I made the following efforts to serve the defendant personally: \_\_\_\_\_ .

**STOP!**  
**Take this document to a Notary Public BEFORE you sign it.**

After you, the server, have been sworn by a Notary Public, sign and print your name and date the document in front of the Notary Public.

▶ \_\_\_\_\_

Signature

\_\_\_\_\_

Print or Type Name

\_\_\_\_\_

Date

Have the Notary Public sign, date, and seal the document.

State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn to before me on \_\_\_\_\_

\_\_\_\_\_  
Notary Public/Court Official

\_\_\_\_\_  
Name Printed or Typed

My commission/term expires: \_\_\_\_\_

**(SEAL)**