

# **NOTICE TO THE BAR**

## **RE: PROOF OF SERVICE (R. 4:4-7) PRESCRIBED FORM**

Pursuant to R. 4:4-7, as amended effective September 3, 2002, proof of service must "be in the form prescribed by the Administrative Director of the Courts." Appended to this Notice is the [prescribed form](#).

Please note that the recent amendments to the rule also require that the proof of service "shall be promptly filed with the court within the time during which the person served must respond thereto either by the person making service or by the party on whose behalf service is made."

Richard J. Williams  
Administrative Director of the Courts  
Dated: September 30, 2002