

**WAIVER/ACCEPTANCE OF PROCESS AND  
WAIVER OF FUTURE SERVICE OF PROCESS AND NOTICE**

**LOUDOUN COUNTY CIRCUIT COURT**

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

\_\_\_\_\_ V. \_\_\_\_\_

I am the Defendant in this law suit and I swear under oath/affirm the following:

- 1. Option A: Waiver of Service of Process.** Before checking this box the Complaint must be filed with the Clerk.

I voluntarily waive service of process of the Complaint and Summons in this case.

**OR**

**Option B: Acceptance of Service of Process.** Before checking this box the Complaint must be filed and the Clerk must prepare a Summons. It must be attached to the Complaint and delivered to the Defendant.

I have received the Summons with a copy of the Complaint that was filed and I accept service of process of this copy.

- 2. Waiver of Future Service of Process Notice.**

I agree to voluntarily and freely waive any future service of process and notice as checked below in this case:

a. any further service of process.

b. notice of the appointment of a commissioner in chancery and hearings held by such commissioner in chancery, if a commissioner in chancery is appointed.

c. notice of the taking of depositions.

d. notice of the filing of any reports by a commissioner in chancery or the filing of depositions.

e. notice of testimony to be given orally in open court including hearings on the divorce.

f. notice of entry of any order, judgment or decree, including the final decree of divorce.

I understand that, by waiving service of process and notice, I am giving up my right to be notified of the events described above.

\_\_\_\_\_ **Date**                      \_\_\_\_\_ **Defendant's Signature**                      \_\_\_\_\_ **Address/Telephone Number**

**TO THE DEFENDANT:** Notify the Court in writing of any changes of your address while this case is pending.

**Clerk/Notary:** State/Commonwealth of \_\_\_\_\_,  City  County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

By \_\_\_\_\_  
**Print Name of Defendant (Person Making Oath)**

\_\_\_\_\_ **Date**                      \_\_\_\_\_ / \_\_\_\_\_  
**Print Name of Person Taking Oath / Signature of Person Taking Oath**  
 Clerk  Deputy Clerk  Notary Public  
(My Commission Expires \_\_\_\_\_ Registration No. \_\_\_\_\_)