



Michigan Supreme Court

State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, Michigan 48909
517-373-0128

Thomas P. Boyd
State Court Administrator

MEMORANDUM

DATE: March 28, 2023

TO: Circuit, Family Division, District, and Probate Court Judges
Circuit, Family Division, District, and Probate Court Administrators
Probate Registers
County Clerks
Juvenile Registers

FROM: Thomas P. Boyd, State Court Administrator

RE: Proof of Service of Process – Removal of Affidavit

[2022 PA 36](#), effective March 29, 2023, amends MCL 600.1910(1)(c) by eliminating the affidavit and notarization requirements for proof of service of process in civil proceedings. The amendment aligns with the current verification process identified in [MCR 2.104\(A\)\(3\)](#), which streamlines electronic filing for litigants. Both the statute and court rule provide that certain individuals may make proof of service of process with a written statement of the facts of service that is signed, dated, and verified by the following statement:

I declare under the penalty of perjury that this proof of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

The State Court Administrative Office has updated all SCAO-approved court forms by removing the affidavit and notarization requirements as appropriate.

If you have any questions, please contact your [regional administrator](#).