

FORM SUMMARY

Name of Form: Affidavit of Mailing

Form Number: FA-4121V

Statutory Reference: §801.14, Wisconsin Statutes

Benchbook Reference: FA 2

Purpose of Form: To provide a document by which a person who has served documents by mail upon another person can sign under oath the necessary information concerning that service.

Who Completes It: The person who has actually prepared and mailed the documents fills out the information concerning the documents that were mailed, seeks out a notary public and, after being sworn, signs the document. The notary public will complete the notarial section.

Distribution of Form: Original will be filed with the court after it has been signed and notarized.

Accompanying Forms: Generally none.

New Form/Modification: Modified; last update 05/17.

Modification: Added “ A blank Income and Expense Statement (FA-4138) form.”

Comments: None.

About this Form: This form is the product of the Wisconsin Records Management Committee, a committee of the Director of State Court’s Office.

As a *pro se* form, its use is NOT mandatory but it is required to be accepted and distributed by the circuit courts of the State of Wisconsin.