

Name \_\_\_\_\_  
(Plaintiff’s name, address, and telephone number)

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Date \_\_\_\_\_

Plaintiff, *Pro Se*

Superior Court of New Jersey

\_\_\_\_\_ County Family Part  
(County where complaint is filed)

\_\_\_\_\_ (Fill in address from Appendix A)

\_\_\_\_\_, New Jersey \_\_\_\_\_  
(City) (Zip code)

ATTENTION: FILING CLERK

RE: \_\_\_\_\_ Docket No. FM \_\_\_\_\_  
(Caption/title of case) (Docket number of complaint)

Dear Madam/Sir:

Enclosed please find an original and two copies of the sheriff’s proof of service in the above divorce matter.

Kindly file the enclosed documents, retain the original, and return two copies marked “filed” in the enclosed self-addressed, stamped envelope.

Very truly yours,

\_\_\_\_\_  
(Your signature)