

IN THE DISTRICT/SUPERIOR COURT FOR THE STATE OF ALASKA
AT _____

Plaintiff (Parent A/Spouse A)

Defendant (Parent B/Spouse B)

Case No. _____

**DEFAULT APPLICATION
(Domestic Relations)**

Application

I am the plaintiff. I request that the court grant an **entry of default** against the defendant for failure to appear and respond to this action.

Affidavit

1. I served the defendant with the complaint, all attachments I filed with the complaint, and the summons more than 20 days ago. I attached one of the following as proof of service:

- ☐ A *Return of Service* from the process server
☐ The **original** green certified mail card [*Tape to a separate piece of paper*]
☐ The electronic receipt of certified mail from the Post Office.
☐ A copy of *Clerk's Certificate of Service of Posting to the Alaska Court System's Legal Notice Website* (form TF-815)
☐ Other: _____

2. The defendant did not file an answer or any other document with the court.

3. Is the defendant under age 18?

- ☐ No.
☐ Yes. Has the defendant been legally emancipated?
☐ Yes.
☐ No. Did you also serve the defendant's legal guardian or attorney with all documents listed above?
☐ Yes. I attached proof of service on the defendant's legal guardian or attorney.
☐ No, because: _____

4. Does the defendant lack the mental ability to manage their own business and legal affairs?

- ☐ No.
☐ Yes.
 Did you serve the defendant's legal guardian, conservator, attorney, or other representative with all documents listed above?
☐ Yes. I attached proof of service on the defendant's representative.
☐ No, because: _____

5. Is the defendant in the U.S. Armed Forces?

[See [Servicemembers Civil Relief Act \(SCRA\) website](#) to look up military status.]

☐ No. I know this, because: _____

☐ I looked on the U.S. Department of Defense Servicemembers Civil Relief Act website.

☐ Other: _____

☐ I don't know. I tried to find out by doing the following:

Full Mailing Address: _____

Email: _____ Phone: _____

By providing an email address, I agree that the court and other parties can send court documents to me at this email address.

[Wait to sign this application until you are in front of a notary public. The court clerk can do this for you for free. Bring a valid photo ID with you. If you do not have access to a notary or a court clerk, or if you do not have ID, attach "Self-Certification" (form [TF-835](#)) to this form.]

I swear or affirm that the facts listed above are true to the best of my knowledge.

Signature

Subscribed & sworn to or affirmed before me at _____ on _____

(SEAL)

Court clerk, notary public, or other person
authorized to administer oaths.

My commission expires: _____

SERVICE INSTRUCTIONS

You must give a copy of this form (and everything attached to it) to the defendant. This is called "service."

Use TrueFiling to serve the defendant if:

- Both you and the defendant are using TrueFiling.
- You are using TrueFiling and the defendant gave their email address to the court in this case.

Use the Certificate of Service below if:

- The defendant is not using TrueFiling and did not give their email address to the court.
- TrueFiling is not available - check TrueFiling availability at <https://ak-courts.info/tfcourts>
- You are exempt from using TrueFiling.

Certificate of Service

I certify on _____ at _____ [date/time] I gave a copy of this document **and** any attachments to the defendant by ☐ mail. ☐ hand-delivery. ☐ TrueFiling. ☐ email. [You can only use email if the defendant provided an email address to the court].

Signature: _____