

**ANNEX TO THE ADDITIONAL PROTOCOL TO THE INTER-AMERICAN
CONVENTION ON LETTERS ROGATORY**

FORM A

LETTER ROGATORY^{1/}

1. REQUESTING JUDICIAL OR ADMINISTRATIVE AUTHORITY

Name: _____

Address: _____

2. CASE: _____

Docket No: _____

3. CENTRAL AUTHORITY OF THE STATE OF ORIGIN

Name: _____

Address: _____

4. CENTRAL AUTHORITY OF THE STATE OF DESTINATION

Name: _____

Address: _____

5. REQUESTING PARTY

Name: _____

Address: _____

6. COUNSEL TO THE REQUESTING PARTY

Name: _____

Address: _____

7. PERSON DESIGNATED TO ACT IN CONNECTION WITH THE LETTER ROGATORY

Name: _____

Address: _____

Is this person responsible for costs and expenses?* YES NO
If not, check in the amount of _____ is attached*
Or proof of payment is attached*

The Central Authority signing this letter rogatory has the honor to transmit to you in triplicate the documents listed below and, in conformity with the Protocol to the Inter-American Convention on Letters Rogatory:

A. Requests their prompt service on:*

The undersigned authority requests that service be carried out in the following manner:

(1) In accordance with the special procedure or additional formalities that are described below, as provided for in the second paragraph of Article 10 of the above-mentioned Convention;* or

(2) By service personally on the identified addressee or, in the case of a legal entity, on its authorized agent;* or

(3) If the person or the authorized agent of the entity to be served is not found, service shall be made in accordance with the law of the State of destination.*

B. Requests the delivery of the documents listed below to the following judicial or administrative authority.

Authority: _____

C. Requests the Central Authority of the State of destination to return to the Central Authority of the State of origin one copy of the documents listed below and attached to this letter rogatory, and an executed Certificate on the attached Form C.

Done at _____ this ____ date of _____, 19 __.

Signature and stamp of the judicial
administrative authority of the State of origin

Signature and stamp of the Central
Authority of the State of origin

Title or other identification of each document to be delivered:

(Attach additional pages, if necessary.)

^{1/} Complete the original and two copies of this form; if A(1) is applicable, attach the original and two
copies of the translation of this item in the language of the State of Destination.

* Delete if inapplicable