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| **PERMOHONAN BANTUAN HUKUM INTERNASIONAL PELAYANAN PENYAMPAIAN DOKUMEN** **(*REQUEST FOR INTERNATIONAL JUDICIAL ASSISTANCE FOR SERVICE OF PROCESS*)**  |
| **\_\_\_\_\_\_\_\_\_\_\_\_\_ DISTRICT COURT*****PENGADILAN (NEGERI/AGAMA) \_\_\_\_\_\_\_\_\_\_\_\_*****[ALAMAT PENGADILAN]** | ***FOR COURT USE ONLY******STEMPEL PENGADILAN*** |
| PETITIONER/*PENGGUGAT*: |
| RESPONDENT/TERGUGAT YANG AKAN DIPANGGIL:(WNI/WNA)\* / (Indonesian Citizen/ Foreign Citizen)\* |
| **REQUEST FOR INTERNATIONAL JUDICIAL ASSISTANCE****FOR SERVICE OF PROCESS IN \_\_\_[NAMA NEGARA]\_\_\_** ***PERMOHONAN BANTUAN HUKUM INTERNASIONAL PELAYANAN PENYAMPAIAN DOKUMEN DI \_\_\_\_\_[NAMA NEGARA]\_\_\_\_\_*** | CASE NUMBER/NOMOR PERKARA: \_\_\_\_[ISI NOMOR PERKARA] |

**FROM THE DISTRICT COURT OF \_\_\_[NAMA PENGADILAN]\_\_\_\_, IN THE REPUBLIC OF INDONESIA, TO THE APPROPRIATE JUDICIAL AUTHORITY IN \_\_\_\_[NAMA KOTA DAN NEGARA ASING]\_\_\_\_\_ IN REGARD TO THE SERVICE OF PROCESS IN** [NAMA DAERAH/TEMPAT DOMISILI TERGUGAT]

This Court presents its compliments to the appropriate judicial authority of \_\_\_[NAMA KOTA DAN NEGARA ASING]\_\_\_\_\_ and requests international judicial assistance for the Service of Process before this Court, in the interests of justice, as follows:

*Pengadilan menyampaikan penghargaan yang setinggi-tingginya kepada otoritas pengadilan yang berwenang di \_\_\_\_[NAMA KOTA DAN NEGARA ASING]\_\_\_ dan memohon bantuan hukum internasional untuk menyampaikan dokumen berikut di hadapan Pengadilan, atas nama keadilan, sebagai berikut:*

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| [ ]  Court Summon/*Pemanggilan Sidang* on*/pada tanggal: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*[ ]  Notice of Appeal/*Pemberitahuan Permohonan Banding* (as attached*/terlampir*)[ ]  Notice of Appeal Memory/*Penyampaian* *Memori Banding*(as attached*/terlampir*)[ ]  Notice of Cassation/*Pemberitahuan Permohonan Kasasi*(as attached*/terlampir*)[ ]  Notice of Cassation Memory/*Penyampaian* *Memori Kasasi* (as attached*/terlampir*)[ ]  Notice of Judicial Review/*Permohonan* *Peninjauan Kembali* (as attached*/terlampir*) | [ ]  *Reminder*/ Teguran[ ]  Other/*Lainnya*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_[please check √ on the kind of request needed][BERI TANDA **√** UNTUK JENIS PERMOHONAN] |

This undersigned Court has the honor to transmit the attached document, and requests prompt service of process to the Respondent (name)  **NAMA PARA PIHAK** *also known as* \_\_\_\_\_\_[NAMA ALIAS]\_\_\_\_\_\_\_ at the address located at:  **[ALAMAT PARA PIHAK]** .

*Pengadilan yang bertanda tangan di bawah ini dengan hormat menyampaikan dokumen terlampir, dan memohon penyampaian dokumen terlampir dengan tepat waktu kepada PARA PIHAK \_\_\_\_\_\_\_[Nama Para Pihak]\_\_\_\_\_ ALIAS\_\_\_[Nama Alias Para Pihak]\_\_\_ yang berdomisili di \_\_\_\_\_\_\_\_\_\_[ALAMAT PARA PIHAK]\_\_\_\_\_\_\_\_.*

This undersigned Court further requests the acknowledge receipt of document signed by the Respondent to be sent to the nearest Embassy/Consulate General/Consulate of the Republic of Indonesia in the respective country, at the earliest possible.

*Pengadilan yang bertanda tangan di bawah ini memohon tanda bukti penerimaan dokumen yang telah ditandatangani oleh PARA PIHAK untuk dapat dikirimkan kembali kepada Kedutaan Besar/Konsulat Jenderal/Konsulat Republik Indonesia terdekat di negara setempat, secepatnya.*

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (NAME,SIGNATURE OF BAILIFF)

 (NAMA,TANDA TANGAN JURU SITA)

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| **\*Form standar ini wajib diterjemahkan dalam bahasa sesuai dengan ketentuan dalam negara yang dituju** |