
STATUTORY INSTRUMENTS

1999 No. 681

**The Magistrates' Courts (Hearsay
Evidence in Civil Proceedings) Rules 1999**

Service

6.—(1) Where service of a document is required by these Rules it may be effected, unless the contrary is indicated—

- (a) if the person to be served is not known by the person serving to be acting by solicitor—
 - (i) by delivering it to him personally, or
 - (ii) by delivering at, or by sending it by first-class post to, his residence or his last known residence, or
- (b) if the person to be served is known by the person serving to be acting by solicitor—
 - (i) by delivering the document at, or sending it by first-class post to, the solicitor's address for service,
 - (ii) where the solicitor's address for service includes a numbered box at a document exchange, by leaving the document at that document exchange or at a document exchange which transmits documents on every business day to that document exchange, or
 - (iii) by sending a legible copy of the document by facsimile transmission to the solicitor's office.

(2) In this rule, "first-class post" means first-class post which has been pre-paid or in respect of which pre-payment is not required.

- (3) A document shall, unless the contrary is proved, be deemed to have been served—
- (a) in the case of service by first-class post, on the second business day after posting,
 - (b) in the case of service in accordance with paragraph (1)(b)(ii), on the second business day after the day on which it is left at the document exchange, and
 - (c) in the case of service in accordance with paragraph (1)(b)(iii), where it is transmitted on a business day before 4 p.m., on that day and in any other case, on the next business day.
- (4) In this rule, "business day" means any day other than—
- (a) a Saturday, Sunday, Christmas Day or Good Friday; or
 - (b) a bank holiday under the Banking and Financial Dealings Act 1971(1), in England and Wales.