
STATUTORY INSTRUMENTS

2014 No. 1610

The Criminal Procedure Rules 2014

PART 4

SERVICE OF DOCUMENTS

Service by handing over a document

- 4.3.**—(1) A document may be served on—
- (a) an individual by handing it to him or her;
 - (b) a corporation by handing it to a person holding a senior position in that corporation;
 - (c) an individual or corporation who is legally represented in the case by handing it to that representative;
 - (d) the prosecution by handing it to the prosecutor or to the prosecution representative;
 - (e) the court officer by handing it to a court officer with authority to accept it at the relevant court office; and
 - (f) the Registrar of Criminal Appeals by handing it to a court officer with authority to accept it at the Criminal Appeal Office.
- (2) If an individual is under 18, a copy of a document served under paragraph (1)(a) must be handed to his or her parent, or another appropriate adult, unless no such person is readily available.
- (3) In this rule, ‘the relevant court office’ means—
- (a) in relation to a case in a magistrates’ court or in the Crown Court, the office at which that court’s business is administered by court staff;
 - (b) in relation to an extradition appeal case in the High Court, the Administrative Court Office of the Queen’s Bench Division of the High Court.

[Note. Some legislation treats a body that is not a corporation as if it were one for the purposes of rules about service of documents. See for example section 143 of the Adoption and Children Act 2002(1).]