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Serving documents

Cyprus

Article 2(1) – Transmitting agencies

Ministry of Justice and Public Order
Leoforos Athalassas 125
CY-1461 Nicosia
Cyprus
Tel.: (357) 22 805928
Fax: (357) 22 518328
Email: registry@mjpo.gov.cy

Article 2(2) – Receiving agencies

Ministry of Justice and Public Order
Leoforos Athalassas 125
CY-1461 Nicosia
Cyprus
Tel.: (357) 22 805928
Fax: (357) 22 518328
Email: registry@mjpo.gov.cy

Article 2(4)(c) – Means of receipt of documents

Post, fax, email

Article 2(4)(d) – Languages that may be used for the completion of the standard form set out in Annex I

Greek and English

Article 3 – Central body

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Cyprus
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Article 4 – Transmission of documents

For the purposes of the domestic service procedure, the transmitting authority should submit the form in Annex I in duplicate marked FOR SERVICE and FOR RETURN.

Articles 8(3) and 9(2) – Particular periods set by national law for serving documents

Cypriot law does not lay down particular periods within which documents must be served.

Article 10 – Certificate of service and copy of the document served

English

Article 11 – Costs of service

EUR 21.00 for each document.

Payment of the fee should be made via bank transfer to the following bank account of the Ministry of Justice and Public Order:

Account: 6001017 – Ministry of Justice and Public Order

IBAN: CY21 0010 0001 0000 0000 0600 1017

Swift Code: CBCYCY2N

All applications for service of documents must be made in the way described above. If applications are not accompanied by payment of the fee and the corresponding bank receipt, they will be returned and no action will be taken on them.

Article 13 – Service by diplomatic or consular agents

No objection to such service.

Article 15 – Direct service

Direct service is permitted under Cypriot law.

Article 19 – Defendant not entering an appearance

At the request of applicants, judges can issue judgment at their own discretion, provided that all the conditions laid down in the article are met.

Applications for relief must be submitted within one year, but must be submitted within a reasonable time of the defendant having knowledge of the judgment.

Article 20 – Agreements or arrangements to which Member States are parties and which comply with the conditions in Article 20(2)

Not applicable

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