**TABLE OF CONTENTS**

FOREWORD ............................................................................................................... III

CONTENTS ............................................................................................................. VII

TABLE OF CONTENTS ........................................................................................ IX

ABBREVIATIONS .................................................................................................. XV

FREQUENTLY ASKED QUESTIONS (FAQs) ........................................................ XXI

EXPLANATORY CHARTS ...................................................................................... XXXV

GENERAL COMMENTS AND PRACTICAL OPERATION OF THE CONVENTION .......................................................................................... 1

I. PURPOSE AND SCOPE OF THE CONVENTION ........................................... 3
   1. Preliminary Remarks ...................................................................................... 3
   2. Relationship to the 1896, 1905 and 1954 Conventions ____ 3
   3. Main objectives of the 1965 Convention .................................................. 5
   4. An “open” Convention ................................................................................ 8
   5. Scope and applicability of the Convention (Art. 1) ____ 9
      A. Personal and territorial scope .................................................................. 9
         a) Place of service as determining factor ................................................. 9
         b) Between States party to the Convention ............................................ 10
         c) Natural and legal persons, State agencies and States ____ 13
      B. In all cases “where there is occasion to transmit a [...] document” ....... 13
         a) Terminology ......................................................................................... 14
         b) Non-mandatory character of the Convention ......................................... 14
            (1) The problem and two key judgments ............................................ 14
            (2) The 1989 Special Commission on the practical operation of the Service Convention ................................................................. 16
            (3) Historical account of the negotiations of the Convention .............. 16
            (4) National practice ............................................................................. 17
            (5) The concept of “due process” – validity of a service clause excluding application of the Convention? ____ 21
      C. “[F]or service abroad” ............................................................................. 22
D. “[I]n civil or commercial matters” ___________________________ 24
   a) Preliminary Remarks ___________________________ 24
   b) The 1977 Special Commission ___________________________ 25
   c) The 1989 Special Commission ___________________________ 25
   d) Current practice ___________________________________ 27
   e) The 2003 Special Commission ___________________________ 28
E. Judicial and extrajudicial documents ___________________________ 29
F. Address of the person to be served is unknown ___________________________ 30
   a) Preliminary remarks ___________________________ 31
   b) National practice ___________________________ 31
   c) Does Article 1(2) include the electronic address (e-mail) of the addressee? ___________________________ 33

II. CHANNELS OF TRANSMISSION PROVIDED FOR UNDER THE CONVENTION ___________________________________________ 35

1. The main channel: Central Authorities ___________________________ 35
   A. Role and Organisation of a Central Authority ___________________________ 35
      a) In general (Art. 2) ___________________________ 35
      b) The “other authorities” (Art. 18(1)) ___________________________ 37
      c) Several Central Authorities in federal States (Art. 18(3)) ___________________________ 37
   B. Requests for service (Art. 3) ___________________________ 38
      a) The forwarding authority ___________________________ 38
         (1) General description ___________________________ 38
         (2) Specific cases ___________________________ 40
      b) Transmission of the Request to the foreign Central Authority ___________________________ 41
         (1) The Request ___________________________ 42
         (2) The Certificate ___________________________ 43
         (3) The Summary of the document to be served ___________________________ 44
         (4) Languages used (Art. 7) ___________________________ 44
         (5) Mandatory use of the model form ___________________________ 45
   C. Request for service not subject to legalisation or other equivalent formality – no need to send “original” documents to be served ___________________________ 45
   D. No authority for the Central Authority of the requested State to screen the documents for service ___________________________ 46
   E. Execution of the request for service ___________________________ 46
      a) Methods of service (Art. 5) ___________________________ 46
         (1) Formal service (Art. 5(1)(a)) ___________________________ 47
         (2) Service by a particular method (Art. 5(1)(b)) ___________________________ 48
         (3) Informal delivery (Art. 5(2)) ___________________________ 48
      b) The translation requirement (Art. 5(3)) ___________________________ 49
         (1) General comments ___________________________ 49
         (2) National practices ___________________________ 51
         (3) Recommendations ___________________________ 53
      c) Costs (Art. 12) ___________________________ 54
      d) Time of execution and the principle of speedy procedures ___________________________ 55
      e) The date of service ___________________________ 57
f) The system of double-dates for the Hague Convention? 58

F. The Certificate of service (Art. 6) 59
   a) General comments 59
   b) Some judicial decisions 60
   c) Effect of the Certificate 61

G. Refusal to execute a request for service 61
   a) Article 4 (temporary refusal) 61
   b) Article 13 (final refusal) 62

2. Alternative channels 65

A. Preliminary observation relating to terminology 65

B. Consular and diplomatic channels (Arts. 8 and 9) 66
   a) The concepts in general 66
      (1) Diplomatic channels 66
      (2) Consular channels 66
   b) Direct diplomatic and direct consular channels (Art. 8) 67
   c) Indirect consular channels (Art. 9(1)) 68
   d) Indirect diplomatic channels (the “exceptional circumstances” under Art. 9(2)) 69

C. Postal channels (Art. 10(a)) 69
   a) The notion of “postal channel” 69
   b) Criteria of validity 71
      (1) Lex fori 71
      (2) No objection by the State of destination 71
      (3) Effect of reciprocity in the event of objection? 73
   c) Recognition of the foreign judgment 74
   d) Special position of the United States: three interpretations of Article 10 75
      (1) First category: “send” ≠ “serve” 75
      (2) Second category: “send” = “serve” 76
      (3) First reactions 77
      (4) Further evolution leading to a third category 77
         (i) Brockmeyer: a welcome clarification 77
         (ii) Papir: a step backwards 78
      (5) Conclusion 79
   e) Postal channels and the requirement of translation? 80

D. Service through judicial officers, officials or other competent persons of the requested State 81
   a) Direct communication between “judicial officers, officials or other competent persons” (e.g., between huissiers, Art. 10(b)) 81
      (1) In general 81
      (2) Position of the United Kingdom (letter of 11 September 1980) 82
   b) Direct communication between a person interested in a judicial proceeding and a judicial officer, official or other competent person (e.g., a huissier, Art. 10(c)) 83
   c) Examples of valid transmissions under Articles 10(b) and 10(c) 83
   d) Examples of invalid transmissions under Articles 10(b) and 10(c) 83
3. **Derogatory channels** ........................................... 84  
   A. Additional agreements among Contracting States (Art. 11) ____ 84  
   B. Relationship with supplementary agreements to the  
      Conventions of 1905 and 1954 (Art. 24) and with other  
      conventions (Art. 25) ........................................ 84  
   C. Unilateral derogation from the Convention (Art. 19) ________ 85  

4. **The use of modern technologies** .............................. 85  
   A. Introduction: The Geneva Round Table of 1999 and the 2003  
      Special Commission ......................................... 85  
   B. Communication between authorities of the requesting State and  
      authorities of the requested State .............................. 87  
      a) Transmission of the service request ..................... 87  
      b) Co-operation between authorities ......................... 88  
      c) Certificate relating to performance of the request (Art. 6) 89  
   C. Postal channels (Art. 10(a)) .................................. 89  
   D. Execution of the service ....................................... 90  
      a) Formal service or service by a special method (Art. 5(1)) _ 90  
      b) By informal delivery (Art. 5(2)) ......................... 92  
      c) Case law: international and domestic service by e-mail ____ 93  
      d) Case law: international service by fax ................... 95  
   E. Conclusions and Recommendations of the 2003 Special  
      Commission .................................................... 96  

III. **PROTECTION OF THE DEFENDANT (ARTS. 15 AND 16)_____ 97**  
1. **Protection prior to a judgment: Article 15 ____ 97**  
   A. Stay of entry (Art. 15(1)) .................................... 97  
      a) Valid service or actual delivery .......................... 98  
      b) In due time .................................................. 98  
   B. Continuation of proceedings and, in particular, delivery of  
      judgment (Art. 15(2)) ...................................... 99  
   C. Provisional or protective measures (Art. 15(3)) ................ 100  

2. **Protection after a default judgment: Article 16______ 100**  

IV. **REGIONAL INSTRUMENTS** ........................................ 102  
1. **The Inter-American Convention on Letters Rogatory ____ 102**  
   A. General Remarks ............................................ 102  
       Relationship with the Hague Convention .................. 103  
   B. **The Model Bilateral Convention drafted by the Asian-**  
       **African Legal Consultative Organization (AALCO)** ____ 103
3. Regulation (EC) No 1348/2000 on the service in the Member States of judicial and extrajudicial documents in civil or commercial matters

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. General remarks</td>
<td>104</td>
</tr>
<tr>
<td>B. Relationship with the Hague Convention</td>
<td>108</td>
</tr>
</tbody>
</table>

**APPENDIXES**

<table>
<thead>
<tr>
<th>Appendix</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>TEXT OF THE CONVENTION</td>
<td>113</td>
</tr>
<tr>
<td>2</td>
<td>ANNEXES PROVIDED FOR UNDER ARTICLES 3, 5, 6 AND 7</td>
<td>123</td>
</tr>
<tr>
<td>3</td>
<td>RECOMMENDATION ON INFORMATION TO ACCOMPANY JUDICIAL AND EXTRAJUDICIAL DOCUMENTS TO BE SENT OR SERVED ABROAD IN CIVIL OR COMMERCIAL MATTERS ADOPTED BY THE FOURTEENTH SESSION (25 October 1980)</td>
<td>129</td>
</tr>
<tr>
<td>4</td>
<td>INSTRUCTIONS FOR FILLING OUT THE NOTICE ESTABLISHED BY THE AUTHOR OF THE REPORT ON THE RECOMMENDATION ADOPTED BY THE FOURTEENTH SESSION, MR GUSTAF MÖLLER (FINLAND)</td>
<td>135</td>
</tr>
<tr>
<td>5</td>
<td>EXPLANATORY REPORT ON THE RECOMMENDATION ADOPTED BY THE FOURTEENTH SESSION DRAWN UP BY MR GUSTAF MÖLLER</td>
<td>141</td>
</tr>
<tr>
<td>6</td>
<td>CONCLUSIONS AND RECOMMENDATIONS ADOPTED BY THE 2003 SPECIAL COMMISSION</td>
<td>149</td>
</tr>
</tbody>
</table>

**BIBLIOGRAPHY**

<table>
<thead>
<tr>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>157</td>
</tr>
</tbody>
</table>

**USEFUL LINKS**

<table>
<thead>
<tr>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>173</td>
</tr>
</tbody>
</table>

**INDEXES**

<table>
<thead>
<tr>
<th>Index</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>INDEX OF THE CITED CASE LAW</td>
<td>179</td>
</tr>
<tr>
<td>INDEX BY SUBJECT</td>
<td>189</td>
</tr>
</tbody>
</table>