



SUPERIOR COURT OF THE DISTRICT OF COLUMBIA

Civil Division

510 4th Street, N.W., Court Building B

Washington, D.C. 20001

www.dccourts.gov

Landlord and Tenant Branch
NOTICE

It is imperative filers select the proper eFiling submission codes at CFX for the following documents:

Affidavit of Service of Summons and Complaint by Personal Service - LTBASCPS

Affidavit of Service of Summons and Complaint by Posting - LTBASCP

Affidavit of Service of Summons and Complaint by Substitute Service - LTBASCS

Motion to Extend Time for Service - LTBMETS

Failure to select the proper codes may result in the dismissal of the case.

If you have any questions, please contact the Landlord and Tenant Clerk's at 202-879-4879.