

1 STATE OF OKLAHOMA

2 1st Session of the 59th Legislature (2023)

3 HOUSE BILL 1618

By: Worthen

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6 AS INTRODUCED

7 An Act relating to civil procedure; amending 12 O.S.
8 2021, Section 158.1, which relates to the licensure
9 of private process servers; deleting mailing
requirement; authorizing notice to be delivered by
electronic means; and providing an effective date.

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13 BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

14 SECTION 1. AMENDATORY 12 O.S. 2021, Section 158.1, is
15 amended to read as follows:

16 Section 158.1 A. Service and return of process of court
17 documents may be by an authorized licensed private process server.
18 The presiding judge of the judicial administrative district in which
19 the county is located, or an associate district judge or district
20 judge of the county as may be designated by the presiding judge,
21 shall be authorized to issue a license to make service of process of
22 court documents to persons deemed qualified to do so.

23 B. Any person who is:

24 1. Eighteen (18) years of age or older;

1 2. Of good moral character;

2 3. Found ethically and mentally fit;

3 4. A resident of the State of Oklahoma for a period of not less
4 than six (6) months; and

5 5. A resident of the county or judicial administrative district
6 in which the application is submitted for a period of not less than
7 thirty (30) days,

8 may obtain a license by filing an application with the court clerk

9 on a verified form to be prescribed by the Administrative Office of

10 the Courts. The form shall require the applicant to identify

11 whether the applicant has had a process server license issued by the

12 State of Oklahoma, any other state, or any county in Oklahoma at any

13 time prior to the current application.

14 Any person who has been convicted of a violent crime, as defined

15 in Section 571 of Title 57 of the Oklahoma Statutes, or a crime that

16 requires the person to register pursuant to the Sex Offenders

17 Registration Act in this state or another state shall be prohibited

18 from applying for or obtaining a license to serve process in this

19 state. If a person is currently licensed to serve process in this

20 state and the person has a previous felony conviction for a crime

21 enumerated in Section 571 of Title 57 of the Oklahoma Statutes or a

22 crime that requires the person to register pursuant to the Sex

23 Offenders Registration Act, the person shall be prohibited from

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1 applying for renewal of the license as provided for in subsection C
2 of this section.

3 C. The applicant filing for a license to serve process anywhere
4 in this state shall pay a license fee of One Hundred Fifty Dollars
5 (\$150.00), and the regular docketing, posting, mailing, and filing
6 fees prescribed by law. The license shall contain the full legal
7 name, address, county in which the license was issued, a brief
8 description of the licensee and a recent photograph of the licensee.
9 The license shall state that the licensee is an officer of the court
10 only for the purpose of service of process. The authority of the
11 licensee shall be statewide. The license shall be carried by the
12 licensee while on duty as a private process server. At the end of
13 one (1) calendar year from the date of issuance of the initial
14 license, the license shall be renewed for a period of three (3)
15 years. The license shall be renewed each succeeding three (3)
16 years. A fee of Fifteen Dollars (\$15.00) per renewal shall be
17 charged for each statewide license renewal. A license issued
18 pursuant to this subsection entitles the holder of the license to
19 serve process in any county in this state.

20 All fees collected pursuant to this section shall be deposited
21 in the court fund.

22 D. Upon the filing of an application for a license, the court
23 clerk shall give thirty (30) days of notice of hearing by causing
24 the notice to be continually posted for thirty (30) days on the

1 website of the county, or be posted in the courthouse. The
2 applicant shall cause notice of the hearing to be made no less than
3 twenty (20) days prior to the hearing one time by publication in a
4 legal newspaper of the county, as defined in Section 106 of Title 25
5 of the Oklahoma Statutes, in which the application is filed. The
6 applicant shall be responsible for payment of the publication fee,
7 and shall file in the case the proof of publication affidavit from
8 the newspaper prior to the hearing. The court clerk shall ~~mail~~
9 deliver by electronic means or deliver a copy of the notice at least
10 twenty (20) days prior to the hearing to the district attorney, the
11 sheriff in the county in which the application was filed, the
12 Oklahoma State Bureau of Investigation and the Administrative Office
13 of the Courts ~~and~~. The notice shall contain the name of the
14 applicant and the time and place the presiding judge ~~or~~, the
15 associate district judge, or district judge designated by the
16 presiding judge, will act upon the application.

17 E. If, at the time of consideration of the application or
18 renewal, there are no protests and the applicant appears qualified,
19 the application for the license shall be granted by the presiding
20 judge or such associate district judge or district judge as is
21 designated by the presiding judge and, upon executing bond running
22 to the State of Oklahoma in the amount of Five Thousand Dollars
23 (\$5,000.00) for faithful performance of his or her duties and filing
24 the bond with the court clerk, the applicant shall be authorized and

1 licensed to serve court documents in any county in this state. If,
2 at the time of consideration of the application for the license, the
3 presiding judge, associate district judge or district judge as is
4 designated by the presiding judge determines that the applicant does
5 not meet all of the qualifications necessary for a license, the
6 applicant shall be prohibited from reapplying for a license to serve
7 process for a period of not less than one (1) year from the date of
8 denial.

9 F. If any citizen of this state files a written protest setting
10 forth objections to the licensing of the applicant, the district
11 court clerk shall so advise the presiding judge or such associate
12 district judge or district judge as is designated by the presiding
13 judge, who shall set a later date for hearing of application and
14 protest. The hearing shall be held within sixty (60) days and after
15 notice to all persons known to be interested.

16 G. Proof of service of process shall be shown by affidavit as
17 provided for by subsection G of Section 2004 of this title.

18 H. The district attorney of the county wherein a license
19 authorized under this act has been issued or the Attorney General
20 may file a petition in the district court to revoke the license
21 issued to any licensee, as authorized pursuant to the provisions of
22 this section, alleging the violation by the licensee of any of the
23 provisions of the law. After at least thirty (30) days of notice by
24 certified mail to the licensee, the chief or presiding judge,

1 sitting without jury, shall hear the petition and enter an order
2 thereon. If the license is revoked, the licensee shall not be
3 permitted to reapply for a license for a period of five (5) years
4 from the date of revocation. Notwithstanding any other provision of
5 this section, any licensee whose license has been revoked one time
6 shall pay the sum of One Thousand Dollars (\$1,000.00) as a renewal
7 fee. If a second revocation occurs, the chief or presiding judge
8 shall not allow an applicant to renew the license.

9 I. Any person who knowingly and willfully serves process in
10 Oklahoma without a process server license issued by the State of
11 Oklahoma or who holds himself or herself out to be a process server
12 licensed by the State of Oklahoma when the person is not licensed as
13 such shall, upon conviction, be guilty of a misdemeanor. The
14 provisions of this subsection shall not apply to a process server
15 licensed in another state who is serving court documents issued by a
16 court in another state to a person in Oklahoma.

17 J. The court clerk shall make available at all times in the
18 office of the court clerk the list of licensed private process
19 servers. Any person in need of the services of a process server may
20 designate one from the names on the list, before presenting summons
21 to the court clerk for issuance, without necessity for individual
22 judicial appointment.

23 K. No later than January 1, 2013, the Administrative Office of
24 the Courts shall establish and maintain a statewide registry which

1 shall contain a list of licensed private process servers. The
2 Administrative Office of the Courts shall promulgate rules for the
3 creation and maintenance of the statewide registry. Rules for the
4 statewide registry for private process servers must have approval of
5 the Supreme Court.

6 SECTION 2. This act shall become effective November 1, 2023.

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8 59-1-6035 GRS 01/05/23

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