

[Home](#) > ... > [Taking Legal Action](#) > [European Judicial Atlas In Civil Matters](#) > [Serving Documents \(recast\)](#) Cyprus

Serving documents (recast)

Cyprus



Cyprus

FINDING COMPETENT COURTS/AUTHORITIES

The search tool below will help you to identify court(s)/authority(ies) competent for a specific European legal instrument. Please note that although every effort has been made to ascertain the accuracy of the results, there may be some exceptional cases concerning the determination of competence that are not necessarily covered.

Article 3(1) - Transmitting agencies

The competent authority in the Republic of Cyprus for the transmission of judicial or extrajudicial documents to be served in another Member State ('transmitting agency') is the Ministry of Justice and Public Order (*Ypourgeío Dikaíosynis kai Dimosías Táxeos*).

Article 3(2) - Receiving agencies

The competent authority in the Republic of Cyprus for the receipt of judicial or extrajudicial documents from another Member State ('receiving agency') is the Ministry of Justice and Public Order, which has territorial competence for the whole of Cyprus.

Article 3(4)(c) - Means of receipt of documents

In the event of a technical problem or disruption of the system provided for by Article 5 of the Regulation, or in exceptional circumstances, documents may be transmitted by email.

Article 3(4)(d) - Languages that may be used for the completion of the standard form set out in Annex I

The forms in Annex I are accepted in Greek and in English.

Article 4 - Central body

The central body for the Republic of Cyprus is the Ministry of Justice and Public Order, which has territorial competence for the whole country. The central body's address is:

Leoforos Athalassas 125,

1461 Nicosia

<http://www.mjpo.gov.cy/>

Article 7 - Assistance in address enquiries

For address enquiries, Cyprus provides the assistance described in Article 7(1)(a) of the Regulation, i.e. it

provides for designated authorities to which transmitting agencies may address requests on the determination of the address of the person to be served.

The transmitting agency referred to above is the Ministry of Justice and Public Order, as central body, which will contact the designated authorities itself in the event of address enquiries.

The central body's address is:

Leoforos Athalassas 125,

1461 Nicosia

<http://www.mjpo.gov.cy/>

The authorities do not submit requests for information to databases on their own initiative, in accordance with Article 7(2)(c) of the Regulation.

Article 8 – Transmission of documents

Form A in Annex I is accepted in Greek and in English.

Article 12 – Refusal to accept a document

Not applicable. Form L in Annex I is not translated into the language of a third country.

Article 13 – Date of service

Cypriot legislation does not provide for a period for service. However, where documents are served as part of proceedings pending before a court, the period of service may be determined by the court.

Article 14 – Certificate of service and copy of the document served

Form K in Annex I is accepted in Greek and in English.

Article 15 – Costs of service

€21.00 for each document service request (*Aítima Epídosis Engráfon*).

The fee must be paid by bank transfer to the following bank account:

Account: 6001017 – Ministry of Justice and Public Order

IBAN: CY21 0010 0001 0000 0000 0600 1017

SWIFT: CBCYCY2N

The above procedure must be followed for all document service requests. Please note that any requests that are not accompanied by the corresponding bank receipt proving payment of the statutory fees will not be processed.

Article 17 – Service by diplomatic agents or consular officers

The Republic of Cyprus is opposed to service of judicial documents, as referred to in Article 17(1), within its territory, unless the documents are to be served on nationals of the Member State in which the documents originate.

Article 19 – Electronic service

To be determined shortly.

Article 20 – Direct service

Such service is effected by private bailiffs (*idiótes epidótes*).

Article 22 – Defendant not entering an appearance

To be determined shortly.

Article 29 – Relationship with agreements or arrangements between Member States

Cyprus is a contracting party to the Hague Convention of 15 November 1965 on the Service Abroad of Judicial and Extrajudicial Documents in Civil or Commercial Matters.

It does not intend to conclude agreements or arrangements under Article 29(2) of the Regulation.

Article 33(2) – Notification on the early use of the decentralised IT-system

Cyprus does not intend to use the decentralised IT system earlier than required.

■ Last update: 12/12/2024

The national language version of this page is maintained by the respective Member State. The translations have been done by the European Commission service. Possible changes introduced in the original by the competent national authority may not be yet reflected in the translations. The European Commission accepts no responsibility or liability whatsoever with regard to any information or data contained or referred to in this document. Please refer to the legal notice to see copyright rules for the Member State responsible for this page.