



Factories Act 1961

1961 CHAPTER 34

PART XII

OFFENCES, PENALTIES AND LEGAL PROCEEDINGS

168 Service of documents

- (1) Any document (including any summons or order) required or authorised to be served under this Act may be served—
 - (a) on any person by delivering it to him, or by leaving it at, or sending it by post to, his residence;
 - (b) on any firm by delivering it to any partner of the firm, or by leaving it at, or sending it by post to, the office of the firm;
 - (c) on the owner or occupier of a factory (including any such owner or occupier being a company to which the Companies Act, 1948, applies), in any such manner as aforesaid, or by delivering it, or a true copy thereof, to any person apparently not under the age of sixteen years at the factory.
- (2) Any such document may be addressed for the purpose of the service thereof on the occupier of a factory, to " the occupier " at the proper postal address of the factory, without further name or description.
- (3) The foregoing provisions of this section shall apply with the necessary modifications to documents required or authorised under this Act to be sent to any person, firm, owner or occupier, and to the sending, addressing, and delivery of such documents.