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| --- | --- |
|  | **Proof of Service** |

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, declare as follows:

 Print name of person serving the document(s)

I am a citizen of the United States, over the age of eighteen (18) years, and a resident of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ County, California. My business address is

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Berkeley, CA, 94720.

On \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2020 I served the following document(s):

1. REPLACE WITH NAME(S) OF DOCUMENT(S) SERVED (add numbers as necessary)

on the following person(s) at the location(s) specified:

1. REPLACE WITH THE NAME AND ADDRESS, INCLUDING EMAIL ADDRESS OF THE PERSON(S) SERVED

In the manner(s) indicated below:

( ) By Facsimile: by placing a true copy thereof into a facsimile machine addressed to the person and address set forth above, and the transmission was reported as complete and without error.

( ) By Personal Service: by delivering by hand and leaving a true and correct copy with the person(s) identified above.

( ) By US Mail: by placing a true copy thereof enclosed in a sealed envelope for dispatch through the University mail, addressed as set forth above, *certified with return receipt requested.*

( ) By US Priority Mail: by placing a true copy thereof enclosed in a sealed envelope for dispatch through the University mail, addressed as set forth above*.*

( ) By US Overnight Mail: by placing a true copy thereof enclosed in a sealed envelope for dispatch through the University mail, addressed as set forth above*.*

( ) By Federal Express: by placing a true copy thereof, with attachments, enclosed in a sealed envelope with postage thereon properly accounted for, addressed as set forth above.

( ) By U.P.S.: by placing a true copy thereof, with attachments, enclosed in a sealed envelope with postage thereon properly accounted for, addressed as set forth above.

( ) By Courier Service: by placing a true copy thereof, with attachments, enclosed in a sealed

envelope, addressed as set forth above, in the hands of a courier for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

 Insert name of courier service

At the time of service, I was over the age of 18 and was not a party to the proceeding.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature of process server)