

SPECIAL PROOF OF SERVICE¹

I AM A RESIDENT OF _____ COUNTY AND WAS, AT THE TIME OF SERVICE,
OVER AGE EIGHTEEN. ON _____ (DATE), I SERVED ONE COPY OF THE
_____ BY: (CHECK APPROPRIATE BOX):

- DELIVERING _____ IN PERSON TO THE FOLLOWING INDIVIDUAL:**
[PRINT NAME OF TENANT(S) OR LANDLORD AND/OR TENANT'S OR LANDLORD'S REPRESENTATIVE:]*

- PLACING _____ ENCLOSED IN A SEALED ENVELOPE WITH FIRST-CLASS POSTAGE FULLY PAID, INTO A U.S. POSTAL SERVICE MAILBOX, ADDRESSED AS FOLLOWS:** [PRINT NAME OF TENANT(S) OR LANDLORD AND/OR TENANT'S OR LANDLORD'S REPRESENTATIVE:]*

- EMAILING _____** [PRINT NAME OF LANDLORD(S) AND/OR PROPERTY MANAGEMENT] [PROVIDE ANY/ALL EMAIL ADDRESS(ES):]

I DECLARE UNDER PENALTY OF PERJURY OF THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING IS TRUE AND CORRECT.

Signature: _____ Date: _____

Printed Name: _____

¹ This Special Proof of Service form has been created by the Richmond Rent Program solely for use during and in response to the COVID-19 pandemic.