



PEOPLE OF THE STATE OF CALIFORNIA v DEFENDANT:	CASE NUMBER:
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**PROOF OF SERVICE  
FOR PROSECUTING AGENCY RESPONSE  
Method of Service (only one):**

**Personal Service**


**Mail**

1. Person serving: I am over the age of 18 and not a party to this action.
  - a. Name:
  - b. Residence or Business Address:
  - c. Telephone:
  
2. I served a copy of the Petition/Application for Resentencing or Reduction on the person or persons listed below as follows:
  - a. Name of person served:
  - b. Address where served:
  - c. Date Served:
  - c. Time Served:  AM  PM
  
3. The documents were served by the following means (*specify*):
  - a.  **by personal service.** I personally delivered the documents to the persons at the addresses listed in item 2. Delivery was made (a) to the attorney personally; or (b) by leaving the documents at the attorney's office, in an envelope or package clearly labeled to identify the attorney being served, with a receptionist or an individual in charge of the office; or (c) if there was no person in the office with whom the notice or papers could be left, by leaving them in a conspicuous place in the office between the hours of nine in the morning and five in the evening.
  
  - b.  **by United States mail.** I enclosed the documents in a sealed envelope or package addressed to the persons at the addresses in item 2 and (*specify one*):
    - (1)  deposited the sealed envelope with the United States Postal Service, with the postage fully prepaid.
    - (2)  placed the envelope for collection and mailing, following our ordinary business practices. I am readily familiar with this business's practice for collecting and processing correspondence for mailing. On the same day that correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service, in a sealed envelope with postage fully prepaid.

I am a resident or employed in the county where the mailing occurred. The envelope or package was placed in the mail at (*city and state*):

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct

Date:

 \_\_\_\_\_  
 SIGNATURE OF DECLARANT  
 \_\_\_\_\_  
 (PRINTED NAME OF DECLARANT)

