

**San Diego City Schools  
Office of the Superintendent**

**Grievance Procedure  
PROOF OF SERVICE**

I declare that I am employed in the County of San Diego, California. I am over the age of 18 years and not a party to the within entitled cause. My business address is \_\_\_\_\_, San Diego, CA \_\_\_\_\_. I served the enclosed decision relative to the grievance of \_\_\_\_\_ of which a true and correct copy is attached, on the parties to this case listed below, by placing a copy thereof in a separate envelope.

Each envelope was then:

- \_\_\_\_\_ 1. Personally delivered;
- \_\_\_\_\_ 2. Deposited in the United States mail with first class postage affixed;
- \_\_\_\_\_ 3. Deposited in school mail;
- \_\_\_\_\_ 4. Delivered by fax.

by me on \_\_\_\_\_ at San Diego, California.

I declare under penalty of perjury that the foregoing is true and that this declaration was executed on

\_\_\_\_\_.

\_\_\_\_\_

(Type or print name)

\_\_\_\_\_

(Signature)