

**Form F\***

\*Do not use Form F for proof of service of the request for review. The request for review must be personally served (see Form E). Form F may be used for proof of service for all papers served after the request for review.

**AFFIDAVIT OF SERVICE BY MAIL**

STATE OF NEW YORK

COUNTY OF \_\_\_\_\_ ss.:

\_\_\_\_\_, being duly sworn, deposes and says that on the \_\_\_\_\_  
*(name of person serving papers)* *(day)*

\_\_\_\_\_, 20\_\_\_\_, deponent served the annexed \_\_\_\_\_ on  
*(month)* *(type of paper served)*

\_\_\_\_\_, located at \_\_\_\_\_, the address  
*(school district's name)* *(mailing address)*

designated by \_\_\_\_\_ for that purpose, by *(Choose One)*:  
*(school district's name)*

depositing a true copy of the aforesaid document(s), enclosed in a postage-paid properly addressed envelope, in a post office or official depository (post box) under the exclusive care and custody of the United States Postal Service.

**OR**

depositing a true copy of the aforesaid document(s), enclosed in a properly addressed wrapper, with an overnight delivery service, prior to the latest time designated by the overnight delivery service for overnight delivery.

\_\_\_\_\_  
*(Signature)*

Subscribed and sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
*(Signature and title of officer)*