Form NLRB-5544 (5-2015)

**CERTIFICATE OF SERVICE**

**Employer Name:**

# Service on the Employer

I hereby certify that on (date), a copy of the petition involving the Employer named above, a Statement of Position (Form NLRB-505), and a Description of Procedures (Form NLRB- 4812) were served on the Employer by: (check whichever is applicable)

e-mail to the email address shown on the petition.

facsimile (with the permission of the Employer) to the facsimile number shown on the petition. overnight mail to the mailing address shown on the petition.

hand-delivery to (name of Employer's representative) at the following address: .

# Service on the Other Party Named in the Petition

I hereby certify that on (date), a copy of the petition involving the Employer named above, a Statement of Position (Form NLRB-505), and a Description of Procedures (Form NLRB- 4812) were also served on (name of party or parties) by: (check whichever is applicable)

email to the email address shown on the petition.

facsimile (with the permission of the party) to the facsimile number shown on the petition. overnight mail to the mailing address shown on the petition.

hand-delivery to (name of party’s representative) at the following address: .

# Service on the Other Party Named in the Petition

I hereby certify that on (date), a copy of the petition involving the Employer named above, a Statement of Position (Form NLRB-505), and a Description of Procedures (Form NLRB- 4812) were also served on (name of party or parties) by: (check whichever is applicable)

email to the email address shown on the petition.

facsimile (with the permission of the party) to the facsimile number shown on the petition. overnight mail to the mailing address shown on the petition.

hand-delivery to (name of party’s representative) at the following address: .

|  |  |  |
| --- | --- | --- |
| Signature |  | Name and Title |
| Date |  |  |