## **CERTIFICATE OF SERVICE SAMPLE**

I hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, I will electronically file the foregoing with the Commission using the *WebFile* system, which will then send a notification of such filing to the following *WebFile* Users who have opted out of receiving paper notifications, as indicated by the "Opt Out" icon on WebFile:

Jacob Smith Attorney at Law 123 Main Street Any Town, VA 22310 jsmithatty@goodlaw.com

John Johnson ABC Law Firm 1000 Maple Avenue Any Town, VA 23220 jjohnson@abclaw.gmail.com

And I hereby certify that I will mail the document by U.S. mail to remaining parties who have not opted out of receiving notifications and to whom I obligated to copy:

Jane Jones 224 Ivy Lane Any Town, VA 22214

Bill Smith 2018 W. Broad Street Any Town, VA 23226