

**PROOF OF SERVICE**  
For Service of Notice to Real Estate Tenants

**NOTE:** This form is used by a property manager or landlord when serving a tenant a notice to pay, perform, vacate or quit or a notice of change in rental terms, to document the date and time the notice was served and the manner of service for use in any eviction proceeding.

1. I am over 18 years of age.
2. On \_\_\_\_\_, 20\_\_\_\_\_, at \_\_\_\_\_, California,  
I served the following checked items:
- Three-Day Notice to Pay Rent or Quit [See **RPI** Forms 575 and 575-1]
  - Three-Day Notice to Perform or Quit [See **RPI** Form 576]
  - Three-Day Notice to Quit [See **RPI** Forms 577 and 578]
  - 30-Day Notice to Vacate [See **RPI** Forms 569, 571 and 573]
  - 60-Day Notice to Vacate [See **RPI** Form 569-1]
  - 30-Day Notice of Change in Rental Terms [See **RPI** Form 570]
  - 60-Day Notice of Change in Rental Terms [See **RPI** Form 574]
  - \_\_\_\_\_
3. Regarding tenancy of property referred to as \_\_\_\_\_  
\_\_\_\_\_.
4. On Tenant(s) (name) \_\_\_\_\_  
\_\_\_\_\_.
5. Manner of service (check the appropriate box):
- 5.1  By personally delivering a copy to each named Tenant;
- a.  at Tenant's residence;
  - b.  at Tenant's place of business.
- 5.2  By delivering a copy to a person of suitable age and discretion;
- a.  at the Tenant's residence; or
  - b.  at Tenant's place of business, as the named Tenant was absent from each location;
- and**  
mailing by first-class postage prepaid a copy to each named Tenant at his residence.
- 5.3  By posting a copy for each named Tenant in a conspicuous place on the property described in the notice as no person of suitable age or discretion was found at the Tenant's residence or place of business;
- and**  
mailing by first-class postage prepaid a copy to each named Tenant at the address of the leased property.

**I declare under penalty or perjury that foregoing is true and correct.**

Date: \_\_\_\_\_, 20\_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_