

CERTIFICATE OF SERVICE

I hereby certify that on _____ [date], I served the foregoing by _____
[method of service, *e.g.*, email, facsimile, mail, hand delivery] upon the following:

[Opposing Party's Counsel]¹
[Firm Name]
Counsel for [Opposing Party]
[Firm's City, State Zip]
[Counsel's Email or Fax Number]

[Contracting Officer's Name], Contracting Officer
[Procuring Agency]
[Procuring Activity]
[Procuring Activity Address]
[Contracting Officer's Email or Fax Number]

[Other Parties, if applicable]

[Name], Director
Office of Government Contracting
U.S. Small Business Administration
Washington, DC 20416
[Director's Email or Fax Number]

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[Your Signature]

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email or Fax Number]

¹ If the opposing party is unrepresented by counsel, serve the opposing party.