

**5215.0700 FILING; SERVICE AND NOTICE.**

Subpart 1. **Service.** At the time of filing any document with the board, the party or intervenor filing the document must serve a signed copy of the document on every party and intervenor.

Subp. 2. **Representatives.** Service upon a party or intervenor who has appeared through a representative must be made upon the representative only.

Subp. 3. **Methods of service.** Unless otherwise ordered by the board, service may be made by postage-prepaid first class mail or personal delivery. Service is completed at the time of mailing or personal delivery.

Subp. 4. **Proof of service.** Service must be certified by a written statement that sets forth the date and manner of service. The statement must be signed by the person accomplishing service, and must be filed with the document.

Subp. 5. [Repealed, 20 SR 2428]

Subp. 6. [Repealed, 20 SR 2428]

Subp. 7. [Repealed, 20 SR 2428]

Subp. 8. **Filing.** Documents filed with the board must be accomplished by postage-prepaid first class mail or personal delivery upon the executive secretary. Filing accomplished by postage-prepaid first class mail is considered filed on the postmark date.

**Statutory Authority:** *MS s 14.06; 175.171; 182.651; 182.661; 182.664*

**History:** *8 SR 1482; 13 SR 2552; 20 SR 2428*

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