

**APR 23.4**  
**SERVICE**

Unless otherwise agreed by the parties in writing, service of papers and documents shall be made by first class postage prepaid mail to the applicant's, or their counsel's, last known address on record with the Bar. If properly made, service by mail is deemed accomplished on the date of the mailing. Any notice of change of address shall be submitted in writing to the Bar.

[Adopted effective September 1, 2016; Amended effective September 1, 2017; January 1, 2023.]