

**UNITED STATES DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
OFFICE OF ADJUDICATION  
WASHINGTON, DC**

**In the Matter of:** \_\_\_\_\_

**Docket Number:** \_\_\_\_\_

**VOLUNTARY AGREEMENT TO USE EMAIL OR FAX FOR SERVICE  
IN 14 C.F.R. PART 13, SUBPART D PROCEEDINGS**

The parties in this matter jointly and voluntarily agree to accept service of documents by the methods described below in lieu of U.S. mail or personal delivery. The parties also agree to the following:

**A. SERVICE BY EMAIL**

1. Any objection to the use of email to serve the parties is waived.
2. The Complainant's email address for service is \_\_\_\_\_@\_\_\_\_\_.
3. The Respondent's email address for service is \_\_\_\_\_@\_\_\_\_\_.

**B. SERVICE BY FAX**

1. Any objection to the use of fax to serve the parties is waived.
2. The Complainant's fax number for service is \_\_\_\_\_.
3. The Respondent's fax number for service is \_\_\_\_\_.

**C. OTHER TERMS**

1. The use of email for filing and service is not required under this agreement. Filing and service by methods specified in 14 C.F.R., part 13, subpart D are still available to either party.
2. Either party may terminate this agreement unilaterally after providing adequate notice to the FAA Hearing Docket, the Administrative Judge, and the opposing party.

\_\_\_\_\_  
Complainant Signature

\_\_\_\_\_  
Respondent Signature

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

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

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

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