

postmark from the United States Postal Service, the person who mails the document shall file with the Department verified proof of mailing.

(c) Any notice that requires filing of a report, attendance at a hearing, or both shall be served at least 10 days before the earlier of:

- (1) The time set for the hearing, if any; or
- (2) The time set for the filing of the report, if any.

4-412.

(c) Except as otherwise provided, any notice, order, or other instrument issued by or under authority of the Department may be served [personally] **IN ACCORDANCE WITH § 1-204 OF THIS ARTICLE** or by publication on any person affected. [Service may be made by mailing a copy of the notice, order, or other instrument by certified mail, return receipt requested, bearing a postmark from the United States Postal Service, to the person affected at his last known post-office address as shown by the Department's files or records. Proof] **IF SERVICE IS MADE BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED, PROOF** of service may be made by the sworn statement or affidavit of the person who mailed the notice, order, or other instrument. The sworn statement or affidavit shall be filed with the Department.

(d) A verbatim record of the proceedings of hearings may be taken when necessary or advisable by the Department. A subpoenaed witness shall receive the same fees and mileage as in any civil action. If a witness refuses to obey a notice of hearing or subpoena issued under this section, any circuit court, upon the application of the Department, may issue an order requiring the person to appear, testify, or produce evidence as required. The failure to obey a court order may be punished by the court as contempt.

6-421.

(a) Any complaint, corrective order, notice, or other instrument issued by the Department under this subtitle may be served on the person to whom it is directed[:

- (1) Personally; or
- (2) By certified mail, return receipt requested, bearing a postmark from the United States Postal Service, to the last known address as shown on the Department's records] **IN ACCORDANCE WITH § 1-204 OF THIS ARTICLE**.

(b) If service is made by certified mail, return receipt requested, bearing a postmark from the United States Postal Service, the person who mails the document