UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

| | FOR THE | DISTRICT OF COLUMBIA |
|---------|---|---|
| | | |
| | Plaintiff |)) |
| | v. |) Civil Action No. |
| | Defendant |) _) |
| | Defendant |) |
| | SUMMO | ONS IN A CIVIL ACTION |
| To: | (Defendant's name and address) | |
| | | |
| | | |
| | A lawsuit has been filed against you. | |
| | n the plaintiff an answer to the attached rocedure. The answer or motion must b | nmons on you (not counting the day you received it) you must complaint or a motion under Rule 12 of the Federal Rules of be served on the plaintiff or plaintiff's attorney, whose name and |
| | | |
| | | |
| | | |
| compla | If you fail to respond, judgment by defaint. You also must file your answer or | ault may be entered against you for the relief demanded in the motion with the court. |
| | | ANGELA D. CAESAR, CLERK OF COURT |
| | | |
| Date: _ | | Signature of Clerk or Deputy Clerk |
| | | Signature of Civil of Deputy Civil |

FOIA Summons (12/11) (Page 2)

Civil Action No.

PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

| | This summons for (nar | ne of individual and title, if any) | | | | | |
|---------|--|-------------------------------------|---------------------------------|------|----------|--|--|
| was rec | ceived by me on (date) | | | | | | |
| | ☐ I personally served the summons on the individual at (place) | | | | | | |
| | | | on (date) | ; or | | | |
| | ☐ I left the summons at the individual's residence or usual place of abode with (name) | | | | | | |
| | , a person of suitable age and discretion who resides there, | | | | | | |
| | on (date), and mailed a copy to the individual's last known address; or | | | | | | |
| | ☐ I served the summo | ons on (name of individual) | | | , who is | | |
| | designated by law to accept service of process on behalf of (name of organization) | | | | | | |
| | | | on (date) | ; or | | | |
| | ☐ I returned the sum | mons unexecuted because | | | ; or | | |
| | ☐ Other (<i>specify</i>): | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | My fees are \$ | for travel and \$ | for services, for a total of \$ | | | | |
| | | | | | | | |
| | I declare under penalty of perjury that this information is true. | | | | | | |
| | | | | | | | |
| Date: | | | Server's signature | | | | |
| | | | server's signulare | | | | |
| | | | Printed name and title | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | Server's address | | | | |

Additional information regarding attempted service, etc: