## UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

	FOR 11	TE DISTRICT	OF COLUMBIA	
	Plaintiff	)		
	v.	) ) )	Civil Action No.	
	Defendant	)		
	SUMI	MONS IN A C	IVIL ACTION	
То:	(Defendant's name and address)			
	A lawsuit has been filed against you	ı.		
	on the plaintiff an answer to the attach Procedure. The answer or motion mus	hed complaint or		al Rules of
compl	If you fail to respond, judgment by daint. You also must file your answer	-	ntered against you for the relief demains the court.	nded in the
			ANGELA D. CAESAR, CLERK OF C	COURT
Data				
Date.			Signature of Clerk or Deputy Clerk	

FOIA Summons (1/13) (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 (1))

	This summons for (nar	ne of individual and title, if any)							
was re	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		, W						
	designated by law to accept service of process on behalf of (name of organization)								
			on (date)	; or					
	☐ I returned the sumr		; or						
	☐ Other (specify):								
	My fees are \$	for travel and \$	for services, for a total of \$		·				
	I declare under penalty of perjury that this information is true.								
Б.									
Date:		Server's signature							
			Printed name and title						
	Server's address								

Additional information regarding attempted service, etc: