## UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

FOR THE DIS	TRICT OF COLUMBIA
	) )
v.	) Civil Action No.
	) )
Defendant	)
SUMMONS	IN A CIVIL ACTION
To: (Defendant's name and address)	
A lawsuit has been filed against you.	
serve on the plaintiff an answer to the attached com	as on you (not counting the day you received it) you must plaint or a motion under Rule 12 of the Federal Rules of eved on the plaintiff or plaintiff's attorney, whose name and
If you fail to respond, judgment by default n complaint. You also must file your answer or motion	nay be entered against you for the relief demanded in the on with the court.
	ANGELA D. CAESAR, CLERK OF COURT
Date:	
	Signature of Clerk or Deputy Clerk

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 (nat	me of individual and title, if any)				
was re	ceived by me on (date)	·				
	☐ I personally served	I the summons on the individual a	t (place)			
			on (date)	; or		
	☐ I left the summons	at the individual's residence or u				
	, 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 summons on (name of individual)					
	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 (specify):					
	My fees are \$	for travel and \$	for services, for a total of \$			
	I daalara undar nanalt	ay of parium, that this information	is true			
	I declare under penalty of perjury that this information is true.					
Date:						
Date.	Server's signature					
	Printed name and title					
			Server's address			

Additional information regarding attempted service, etc: