## UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

FOR THE DISTRICT OF COLUMBIA								
	Plaintiff	)						
	v.	) ) )	Civil Action No.					
	Defendant	)						
	SU	MMONS IN A C	IVIL ACTION					
To:	(Defendant's name and address)							
	A lawsuit has been filed against y	ou.						
	on the plaintiff an answer to the att Procedure. The answer or motion r	ached complaint o	u (not counting the day you received it) your a motion under Rule 12 of the Federal Rule the plaintiff or plaintiff's attorney, whose not	les of				
compl	If you fail to respond, judgment b laint. You also must file your answ	•	entered against you for the relief demanded the court.	in the				
			ANGELA D. CAESAR, CLERK OF COUR	tT				
Date:								
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))

was re	This summons for (nanceived by me on (date)	ne of individual and title, if a	ny)					
was ic	•	the summons on the inc	dividual 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		, who is					
	designated by law to accept service of process on behalf of (name of organization)							
				on (date)	; or			
	☐ I returned the summ		; or					
	☐ Other ( <i>specify</i> ):	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.							
Date:								
Dute.			Server's signature					
			Printed name and title					
		_		Server's address				

Additional information regarding attempted service, etc: