UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

FOR THE DISTRICT OF COLUMBIA							
	Plaintiff						
	v.) Civil Action No.					
	Defendant						
	S	MMONS IN A CIVIL ACTION					
		MINIONS IN A CIVIL ACTION					
To:	(Defendant's name and address)						
	A lawsuit has been filed against	you.					
serve o	n the plaintiff an answer to the a rocedure. The answer or motion	his summons on you (not counting the day you received it) you must eached complaint or a motion under Rule 12 of the Federal Rules of must be served on the plaintiff or plaintiff's attorney, whose name and					
	If you fail to respond, judgment int. You also must file your ans	by default may be entered against you for the relief demanded in the ver or motion with the court.					
		ANGELA D. CAESAR, CLERK OF COURT					
Data							
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>):							
	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: