## UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

FOR THE DISTRICT OF COLUMBIA								
	Plaintiff	_ )						
	v.	) ) )		Civil Action	No.			
	Defendant	_ )						
	SUMM	ONS IN A	CIVIL A	CTION				
То:	(Defendant's name and address)							
	A lawsuit has been filed against you.							
Civil	Within 30 days after service of this sur on the plaintiff an answer to the attached Procedure. The answer or motion must ss are:	d complaint	or a motio	on under R	ule 12 of th	e Federal Ru	ules of	
comp	If you fail to respond, judgment by deflaint. You also must file your answer or				for the relie	ef demanded	in the	
			ANGEL	LA D. CAE	SAR, CLER	K OF COU	RT	
Date:				Signature of	Clerk or Dep	utv 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 (l))

was re	This summons for (nan ceived by me on (date)	ne of individual and title, if any)							
	☐ I personally served the summons on the individual at (place)								
			on (date)	; or					
	☐ I left the summons	usual place of abode with (name)	das thara						
	, 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	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 sumn	☐ I returned the summons unexecuted because							
	☐ 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						
			Printed name and title						
			Server's address						

Additional information regarding attempted service, etc: