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 (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 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 a	to accept service of process on behalf of (name of organization)			_			
			on (date)	; or				
	☐ 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: