## UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

FOR THE DISTRICT OF COLUMBIA					
	) )				
v.	) Civil Action No.				
	) )				
Defendant					
SUMMO	NS 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	mons on you (not counting the day you received it) you must complaint or a motion under Rule 12 of the Federal Rules of e served on the plaintiff or plaintiff's attorney, whose name and				
If you fail to respond, judgment by defar complaint. You also must file your answer or n	ult may be entered against you for the relief demanded in the notion with the court.				
	ANGELA D. CAESAR, CLERK OF COURT				
Date:					
	Signature of Clerk or Deputy 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))

	This summons for (nan	ne of individual and title, if any)					
was re	ceived by me on (date)	·					
	☐ I personally served	the summons on the individual a	t (place)				
			on (date)	; or			
	☐ I left the summons	at the individual's residence or us					
		, a person o	, 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 summ	nons unexecuted because			; 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:			Server's signature		<u></u>		
			Ü				
		<del></del>	Printed name and title				
			Server's address				

Additional information regarding attempted service, etc: