## UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

FOR THE DISTRICT OF COLUMBIA						
	)					
v.	)	Civil Action No.				
Defendant	)					
·						
	SUMMONS IN A	CIVIL ACTION				
To: (Defendant's name and addr	ess)					
A lawsuit has been filed	against you.					
serve on the plaintiff an answer	to the attached complaint	you (not counting the day you received it) you must at or a motion under Rule 12 of the Federal Rules of on the plaintiff or plaintiff's attorney, whose name and				
If you fail to respond, ju complaint. You also must file y		be entered against you for the relief demanded in the ith the court.				
		ANGELA D. CAESAR, CLERK OF COURT				
Data						
Date:		Signature of Clerk or Deputy Clerk				

Civil Action No.

## PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (1))

	This summons for (na.	me of individual and title, if any)						
was re	ceived by me on (date)	·						
	☐ I personally served	d the summons on the individual	at (place)					
			on (date)	; or				
	☐ I left the summons	at the individual's residence or						
	, a person of suitable age and discretion who resides there,							
	on (date), and mailed a copy to the individual's last known address; or							
		ons on (name of individual)			, who is			
	designated by law to accept service of process on behalf of (name of organization)							
			on (date)	; or				
	☐ I returned the sum	mons unexecuted because			; or			
	☐ 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.							
	r deciare under penare	y or perjury that this information	is true.					
Date:								
Date.		Server's signature						
		Printed name and title						
			Server's address					

Additional information regarding attempted service, etc: