UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

FOR THI	E DISTRICT OF COLUMBIA
	_)
v.) Civil Action No.
D. for Joseph	
Defendant)
SUMM	IONS 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 attache	ammons on you (not counting the day you received it) you must ed complaint or a motion under Rule 12 of the Federal Rules of a be served on the plaintiff or plaintiff's attorney, whose name and
If you fail to respond, judgment by de complaint. You also must file your answer or	efault may be entered against you for the relief demanded in the r motion with the court.
	ANGELA D. CAESAR, CLERK OF COURT
Data	
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 (1))

	This summons for (na	me of individual and title, if any)				
was rec	ceived by me on (date)					
	☐ I personally served	d the summons on the individual at (pla	rce)			
			on (date)	; or		
	☐ I left the summons	s 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 summ	ons on (name of individual)		, w	ho 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.					
Date:			Server's signature			
			server o signiture			
			Printed name and title			
			Server's address			

Additional information regarding attempted service, etc: