UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

FOR THE DISTRICT OF COLUMBIA								
	Plaintiff	_)						
	1 tamiy)						
	v.) Civil Action No.						
	Defendant							
	SUMM	ONS IN A CIVIL ACTION						
To:	(Defendant's name and address)							
	A lawsuit has been filed against you.							
	on the plaintiff an answer to the attached Procedure. The answer or motion must	mmons on you (not counting the day you received it) you must d complaint or a motion under Rule 12 of the Federal Rules of be served on the plaintiff or plaintiff's attorney, whose name and						
compl	If you fail to respond, judgment by detaint. You also must file your answer or	fault may be entered against you for the relief demanded in the motion with the court.						
		ANGELA D. CAESAR, CLERK OF COURT						
Date:								
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))

was re	This summons for (nanceived by me on (date)	ne of individual and title, if a	ny)					
was ic	•	the summons on the inc	dividual 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 indiv	he individual's last known address; or				
	☐ I served the summo		, who is					
	designated by law to accept service of process on behalf of (name of organization)							
				on (date)	; or			
	☐ I returned the summ		; 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:								
Dute.			Server's signature					
				Printed name and title				
		_		Server's address				

Additional information regarding attempted service, etc: