



## **NOTICE TO DEFENDANT**

*This case is maintained electronically (ECF) in the Western District of Missouri.  
If you are uncertain of the procedures for filing under this system, you **MUST**  
contact the Clerk's office as soon as possible at:*

**Western Division:**  
(816) 512-5000

**Central Division:**  
(573) 636-4015

**Southern Division:**  
(417) 865-3869

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# UNITED STATES DISTRICT COURT

District of \_\_\_\_\_

## SUMMONS IN A CIVIL CASE

V.

CASE NUMBER:

TO: (Name and address of Defendant)

**YOU ARE HEREBY SUMMONED** and required to serve on PLAINTIFF'S ATTORNEY (name and address)

an answer to the complaint which is served on you with this summons, within \_\_\_\_\_ days after service of this summons on you, exclusive of the day of service. If you fail to do so, judgment by default will be taken against you for the relief demanded in the complaint. Any answer that you serve on the parties to this action must be filed with the Clerk of this Court within a reasonable period of time after service.

**In Social Security cases, you must file an answer to the complaint within 30 days after the filing of the record. The record shall be filed with the Clerk of the Court within 90 days after service of the complaint.**

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
DATE

\_\_\_\_\_  
(By) DEPUTY CLERK

