

CIRCUIT COURT OF MADISON COUNTY
DIVISION _____ STATE OF INDIANA

Plaintiff

CAUSE NO. 48

vs.

Defendant

SUMMONS

You have been sued by the person named "Plaintiff", in the court stated above.
The nature of the suit against you is stated in the complaint which is attached to this document.
It also states the demand which Plaintiff has made and wants from you.
You must answer the complaint in writing, by you or your attorney, within Twenty (20) days, (23 days if service is by mail), commencing the day after you receive this summons, or judgment will be entered against you for what Plaintiff has demanded.
If you have a claim for relief against Plaintiff arising from the same transaction or occurrence, you must assert it in your written answer.
(Clerk is ordered to cause service to be made by mail, by personal service).

Date _____

Olivia Pratt
Clerk, Madison Circuit Court (Seal)

Attorney for Plaintiff

Telephone: _____

CERTIFICATE OF MAILING

I hereby certify that on the ____ day of _____, 20 ____, I mailed a copy of this summons and a copy of the complaint to each of the Defendant(s) _____ by (registered or certified) mail requesting a return receipt signed by the addressee only addressed to each of said Defendant(s) _____ at the address(es) furnished by the Plaintiff.

Date _____

Clerk, Madison Circuit Court (Seal)

RETURN OF SERVICE OF SUMMONS BY MAIL

I hereby certify that service of summons with return receipt requested was mailed on the ____ day of _____, 20 ____ and that a copy of return receipt was received on the ____ day of _____, 20 ____ which copy is attached herewith.

Date _____

Clerk, Madison Circuit Court (Seal)

CERTIFICATE OF CLERK OF SUMMONS NOT ACCEPTED BY MAIL

I hereby certify that on the ____ day of _____, 20____, I mailed a copy of this summons and a copy of the complaint to the Defendant(s) _____ by (registered or certified) mail, and the same was returned without acceptance this ____ day of _____, 20____ and I did deliver said summons and a copy of complaint to the Sheriff of Madison County, Indiana.

Date _____
Clerk, Madison Circuit Court (Seal)

RETURN ON SERVICE OF SUMMONS

I hereby certify that I have served the within summons:

1. By Delivering on the ____ day of _____, 20____, a copy of this summons and a copy of the complaint to each of the within named Defendant(s) _____.

2. By leaving on the ____ day of _____, 20____, for each of the within named Defendant(s) _____, a copy of the summons and a copy of the complaint at the respective dwelling house or usual place of abode with _____, a person of suitable age and discretion residing therein whose usual duties or activities include prompt communication of such information to the person served.

3. _____
_____ and by mailing a copy of the summons (without the complaint) to _____ at _____ at the last know address of Defendant(s).

All done in Madison County, Indiana.

Fee: \$ _____
Mileage _____
Total \$ _____
Sheriff of Madison County, Indiana
By _____, Deputy

SERVICE ACKNOWLEDGED

A copy of the within summons and a copy of the complaint attached thereto were received by me at _____, this ____ day of _____, 20____.

Signature of Defendant