

IN THE _____ COURT OF _____ COUNTY, MISSISSIPPI

PLAINTIFF

VS.

CAUSE NO.: _____

DEFENDANT

SUMMONS

STATE OF MISSISSIPPI
COUNTY OF _____

TO: (Insert the name and address of the person to be served)

NOTICE TO DEFENDANT(S)

THE COMPLAINT WHICH IS ATTACHED TO THIS SUMMONS IS IMPORTANT AND YOU MUST TAKE IMMEDIATE ACTION TO PROTECT YOUR RIGHTS.

You are required to mail or hand deliver a copy of a written response to the Complaint to _____, the attorney for Plaintiff(s), whose post office address is _____ and whose street address is _____.

Your response must be mailed or delivered within thirty (30) days from the date of delivery of this Summons and Complaint or a judgment by default will be entered against you for the money or other things demanded in the Complaint.

You must also file the original of your response with the Clerk of this Court within a reasonable time afterward.

Issued under my hand and the seal of said Court, this the _____ day of _____ 20__.

Clerk of _____ County, Mississippi

(Seal)

Presented By:

Pro Se

(Address and Phone)

PROOF OF SERVICE—SUMMONS

(Process Server)

NAME OF PERSON OR ENTITY SERVED: _____

I, the undersigned process server, served the Summons and Complaint upon the person or entity named above in the manner set forth below (process server must check proper space and provide all additional information that is requested and pertinent to the mode of service used):

[] **FIRST CLASS MAIL AND ACKNOWLEDGEMENT SERVICE.** By mailing (by first class mail, postage prepaid), on the date stated in the attached Notice, copies to the person served, together with copies of the form of notice and acknowledgement and return envelope, postage prepaid, addressed to the sender (Attach completed acknowledgment of receipt pursuant to M.R.C.P. Form 1B).

[] **PERSONAL SERVICE:** I personally delivered copies to _____ on the ____ day of _____, 20____, where I found him/her in _____ County, State of _____.

[] **RESIDENCE SERVICE:** After exercising reasonable diligence I was unable to deliver copies to said person within _____ County, State of _____. I served the Summons and Complaint on the ____ day of _____, 20____, at the usual place of abode of the said person by leaving a true copy with _____, who is the _____ (wife, husband, son, daughter or other person as the case may be) of said individual and a member of his/her family over the age of sixteen (16) years who was willing to receive the same on his/her behalf. I mailed, by first class mail, postage prepaid, copies to the person at his/her usual place of abode where the copies were left.

[] **CERTIFIED MAIL SERVICE:** By mailing to an address outside Mississippi (by first class mail, postage prepaid, requiring a return receipt) copies to the person served. (Attach signed return receipt or the return envelope marked "Refused.")

At the time of service, I was at least eighteen (18) years of age and not a party to this action.

Fee for service: \$ _____

Process server must list below: [Please print or type]

Name: _____

Social Security No. _____

Address: _____

Telephone No. _____

STATE OF _____
COUNTY OF _____

Personally appeared before me the undersigned authority in and for the state and county aforesaid, the within named _____, who being first by me duly sworn states on oath that the matters and facts set forth in the foregoing “Proof of Service—Summons” are true and correct as therein stated.

Process Server’s Signature

Sworn to and subscribed before me this the _____ day of _____ 20____.

Notary Public

(Seal) My Commission Expires: