

IN THE _____ JUDICIAL DISTRICT
DISTRICT COURT OF _____ COUNTY, KANSAS

_____, Plaintiff

Address

CASE NO. _____

v.

_____, Defendant

Address

Pursuant to Chapter 61 of Kansas Statutes Annotated

Type of Service Requested: _____ by _____

SUMMONS

To the above-named Defendant:

You are notified that a lawsuit has been filed against you. This Summons is your notice that you must file a written answer or appear in Court in response to the attached Petition.

A hearing will be held at _____ (time) on _____ (date),
at _____ (place of hearing and address).

If you wish to contest this lawsuit, you must:

1. File a written answer before the scheduled hearing. If you file a written answer before the scheduled hearing, you are not required to appear at the hearing.

OR

2. Appear in person or by counsel at the scheduled hearing. If you appear at that time and dispute the petition, you must file a written answer with the Clerk of this Court within 14 days thereafter.

If you fail to answer or appear as described in paragraphs 1 or 2, then the judge may enter a judgment by default against you that grants the relief demanded in the Petition.

Your written answer:

- a. **must** describe the information in the Petition that you dispute;
- b. **must** list any affirmative defenses you have to the claims in the Petition;
- c. **may** explain any claim you have against the Plaintiff which is part of the same transaction or occurrence (which means the same event or circumstance) that is listed in the Petition and **must** explain this claim when required by K.S.A. 61-2905; and
- d. **must** include your current address, phone number, fax number (if you have one), and e-mail address.

If you are not represented by an attorney, you must:

- A. sign the written answer;
- B. file the written answer with the Clerk of the District Court; and
- C. promptly send a copy of the written answer to Plaintiff's attorney, or to Plaintiff if the Plaintiff does not have an attorney.

To the Sheriff or Process Server:

This Summons must be served and your return of service made promptly; in any event, your return is due no later than _____ (date).

Dated: _____
Clerk or Deputy

Clerk's Seal

Name and address of Plaintiff or Plaintiff's attorney: _____

IN THE _____ JUDICIAL DISTRICT
DISTRICT COURT OF _____ COUNTY, KANSAS

_____, Plaintiff

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CASE NO. _____

v.

_____, Defendant

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Pursuant to Chapter 61 of Kansas Statutes Annotated

RETURN ON SERVICE OF SUMMONS

I certify that I served this Summons and Petition in the following manner:

(1) Personal service. By delivering a copy of the Summons and a copy of the Petition on the dates indicated to each of the following Defendants:

_____ (Date) _____

(Name of Defendant)

_____ (Date) _____

(Name of Defendant)

(2) Residence service. By leaving a copy of the Summons and a copy of the Petition on the dates indicated at the usual place of residence of each of the following Defendants with some person of suitable age and discretion residing there:

_____ (Date) _____

(Name of Defendant)

_____ (Date) _____

(Name of Defendant)

(3) Agent Service. By delivering a copy of the Summons and a copy of the Petition on the dates indicated to each of the following agents authorized by appointment or by law to receive service of process:

_____ (Date) _____

(Name of Defendant)

_____ (Date) _____

(Name of Defendant)

(4) Residence Service and Mailing. By leaving a copy of the Summons and a copy of the Petition on the dates indicated at the usual place of residence of each of the following Defendants and mailing by first-class mail a notice that the copies had been left:

_____(Date)_____
(Name of Defendant)
_____(Date)_____
(Name of Defendant)

(5) Service by Return Receipt Delivery. By causing a copy of the Summons and a copy of the Petition to be delivered on the date indicated by return receipt delivery to each of the following Defendants at the following address:

_____(Date)_____
(Name of Defendant) (Address)
_____(Date)_____
(Name of Defendant) (Address)

Attached is a copy of the return receipt showing delivery.

(6) Return Receipt Delivery Refused. By mailing a copy of the Summons and a copy of the Petition on the date indicated by first-class mail, postage prepaid, to each of the following Defendants at the following address:

_____(Date)_____
(Name of Defendant) (Address)
_____(Date)_____
(Name of Defendant) (Address)

Attached is a copy of a return receipt showing refusal of delivery of the Summons and complaint by return receipt delivery.

(7) No service. The following Defendants were not served:

_____(Date)_____
(Name of Defendant)
_____(Date)_____
(Name of Defendant)

Pursuant to K.S.A. 53-601, I declare under penalty of perjury that the foregoing is true and correct.

Dated: _____

(Signature)

(Printed Name)

(Title if applicable)