

**JUSTICE COURT, HENDERSON TOWNSHIP**  
**CLARK COUNTY, NEVADA**

Plaintiff,

Case No.

vs

Dept. No.

Defendant.

**SUMMONS**

**NOTICE! YOU HAVE BEEN SUED. THE COURT MAY DECIDE AGAINST YOU WITHOUT YOUR BEING HEARD UNLESS YOU RESPOND WITHIN 20 DAYS. READ THE INFORMATION BELOW.**

**TO THE DEFENDANT(S):** A civil Complaint has been filed by the Plaintiff(s) against you for the relief set forth in the Complaint.

1. If you intend to defend this lawsuit, within 20 days after this Summons is served on you exclusive of the day of service, you must do the following:

- a. File with the Clerk of this Court, whose address is shown below, a formal written response to the Complaint in accordance with the rules of the Court. A \$20.00 filing fee is required.
- b. Serve a copy of your response upon the attorney whose name and address is shown below.

2. Unless you respond, your default will be entered upon application of the Plaintiff(s) and this Court may enter a judgment against you for the relief demanded in the Complaint, which could result in the taking of money or property or other relief requested in the Complaint.

3. If you intend to seek the advice of an attorney in this matter, you should do so promptly so that your response may be filed on time.

Issued at direction of:

Attorney for Plaintiff

By

**Deputy Clerk**  
Henderson Justice Court  
243 Water Street  
Henderson, NV 89015

Date

Name

Address

Telephone Number

**NOTE:** When service is by publication, add a brief statement of the object of the action.

See Rules of Civil Procedure 4(b)

APPROPRIATE COURTROOM ATTIRE REQUIRED  
NO SHORTS, HALTER TOPS OR TANK TOPS  
SHOES ARE REQUIRED  
(NO FOOD OR DRINK PERMITTED)

STATE OF \_\_\_\_\_ )  
 ) ss:  
COUNTY OF \_\_\_\_\_ )

## AFFIDAVIT OF SERVICE

\_\_\_\_\_, being duly sworn says: That at all times herein affiant was and is a citizen of the United States, over 18 years of age, not a party to or interested in the proceeding in which this affidavit is made. That affiant received \_\_\_\_\_ one copy(ies) of the Summons and Complaint, \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ and served the same on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by:

**(Affiant must complete the appropriate paragraph)**

1. Delivering and leaving a copy with the defendant \_\_\_\_\_ at (state address) \_\_\_\_\_.
2. Serving the Defendant \_\_\_\_\_ by personally delivering and leaving a copy with \_\_\_\_\_, a person of suitable age and discretion residing at the Defendant's usual place of abode located at: (state address) \_\_\_\_\_.

**(Use paragraph 3 for service upon agent, completing A or B)**

3. Serving the Defendant \_\_\_\_\_ by personally delivering and leaving at: (state address) \_\_\_\_\_.
  - a. With \_\_\_\_\_ as \_\_\_\_\_, an agent lawfully designated by statute to accept service of process;
  - b. With \_\_\_\_\_, pursuant to NRS 14.020 as a person of suitable age and discretion at the above address, which address is the address of the resident agent as shown on the current certificate of designation filed with the Secretary of State.
4. Personally depositing a copy in a mail box of the United States Post Office, enclosed in a sealed envelope postage prepaid (check appropriate method):
  - Ordinary mail
  - Certified mail, return receipt requested
  - Registered mail, return receipt requested

addressed to the Defendant \_\_\_\_\_ at Defendant's last known address which is (state address) \_\_\_\_\_.

**SUBSCRIBED AND SWORN** to before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**NOTARY PUBLIC** in and for said County and State

Signature of person making service

My Commission expires:  
(SEAL)