

IN THE RANDOLPH SUPERIOR COURT  
Second Floor, Courthouse  
Winchester, Indiana

Cause No. 68D01-\_\_\_\_\_

\_\_\_\_\_  
Plaintiff or Plaintiffs

VS

**SUMMONS**

\_\_\_\_\_  
Defendant or Defendants

TO: \_\_\_\_\_

\_\_\_\_\_  
(Insert above, name and address of defendant or person to be served)

The State of Indiana, To the Defendant or Person Above Named, GREETINGS:

You are hereby summoned and notified that you have been sued by the plaintiff (or plaintiffs) in the above entitled cause filed in the Randolph Superior Court, in the Courthouse in Winchester, Indiana.

The nature of the suit against you is stated in the complaint which is attached to this summons. It also states the relief which the plaintiff (or plaintiffs) in the suit demands from you.

If you have any defense or objection to the suit or claim for relief asserted in the complaint, you must present and file the same, in writing, in the manner prescribed by the Indiana Code of Civil Procedure within 20 days after served of this summons, or else judgment by default may be entered against you for the relief demanded in the complaint.

If you have a claim for relief against the plaintiff (or plaintiffs) arising from the same transaction or occurrence, you must present and file same with any defense or objection filed by you.

Dated at Winchester, Indiana, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Name and Address of attorney for  
Plaintiff or Plaintiffs:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Clerk, Randolph Superior Court  
P. O. Box 230, Winchester, IN 47394

Telephone: 765-584-4607

Telephone \_\_\_\_\_

**PRAECIPE FOR SUMMONS**

The following manner of service of summons is hereby designated and requested:

\_\_\_\_\_  
Attorney for Plaintiff(s) or Person seeking service

SHERIFF'S RETURN OF SUMMONS

THIS SUMMONS CAME TO HAND ON \_\_\_\_\_, 20\_\_\_\_  
I CERTIFY THAT I AM DEPUTY/SHERIFF OF \_\_\_\_\_ COUNTY, INDIANA  
AND THAT I SERVED THIS SUMMONS AND A TRUE COPY OF THE PLAINTIFF(S)  
COMPLAINT ON THE WITHIN NAMED DEFENDANT, TO-WIT: \_\_\_\_\_  
\_\_\_\_\_ AT \_\_\_\_\_  
\_\_\_\_\_ ON \_\_\_\_\_,  
20\_\_\_\_\_. IN THE FOLLOWING MANNER PURSUANT TO INDIANA TRIAL  
RULE 4:

4.1(A)(2) INDIVIDUAL  
By delivering a copy of the same to said defendant personally.

\_\_\_\_\_  
Sheriff/Deputy

4.1(A)(3) INDIVIDUAL  
By leaving a true copy of same at the dwelling or usual place of abode of defendant and by mailing  
a copy of the summons by first class mail addressed to the defendant's last known address, to-  
wit: \_\_\_\_\_

\_\_\_\_\_  
Sheriff/Deputy

4.6(A)(1) CORPORATION OR ORGANIZATION  
Defendant being a corporation or domestic or foreign organization, by delivering a copy of same  
to the following Executive Officer of defendant, to-wit: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Sheriff/Deputy

RETURN OF SUMMONS NOT SERVED

I CERTIFY THAT THIS SUMMONS CAME TO HAND ON \_\_\_\_\_,  
20\_\_\_\_\_, AND THAT I HEREWITH RETURN THIS SUMMONS NOT SERVED, FOR  
THE FOLLOWING REASON:  
\_\_\_\_\_  
\_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Sheriff/Deputy