

IN THE DISTRICT COURT OF PULASKI COUNTY ARKANSAS  
CIVIL DIVISION  
3001 WEST ROOSEVELT, LITTLE ROCK, ARKANSAS 72204 • (501) 340-6830

SUMMONS

PLAINTIFF: \_\_\_\_\_

PLAINTIFF'S ATTORNEY: \_\_\_\_\_  
(NAME AND ADDRESS) \_\_\_\_\_

PHONE: \_\_\_\_\_

CASE NUMBER: \_\_\_\_\_

VS.

DEFENDANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

TO THE ABOVE NAMED DEFENDANT (S):

1. You have been SUED by the above name Plaintiff; the relief asked is stated in the attached complaint or claim form.
2. You MUST file a written answer with this Court within 30 days from the day you were served with this summons.
3. The attached complaint will be considered admitted by you and a judgement by default may be entered against you for the relief asked in the complaint unless you file a written response or answer and thereafter appear and present your defense. Your pleading or answer must meet the following requirements:
  - A. It must be in writing and otherwise comply with the Arkansas Rules of Civil Procedure.
  - B. It must be filed in the Pulaski County District Clerk's Office within thirty (30) days from the day you were served with this summons.
  - C. A copy of your response must be delivered or mailed to the plaintiff or his attorney.
4. You have the right to appeal this judgement to the Circuit Court within 30 days from the date the judgement is entered.
5. You may seek the advice of an attorney. If you desire to be represented by an attorney you should contact your attorney immediately so that your answer may be filed in time to prevent default.

Amount for which plaintiff may take judgment if you fail to answer:

CLAIM AMOUNT .....	\$ _____	ATTORNEY'S FEES .....	\$ _____
COURT FEES .....	\$ _____	CERTIFIED MAIL .....	\$ _____
SUMMONS SERVICE .....	\$ _____	TOTAL .....	\$ _____

Witness my hand and seal of said Court on \_\_\_\_\_

DISTRICT COURT CLERK: \_\_\_\_\_

I, \_\_\_\_\_, certify that I served the Within Claim Form on the

Defendant(s), \_\_\_\_\_ at \_\_\_\_\_ o'clock on \_\_\_\_\_

at (address) \_\_\_\_\_ upon \_\_\_\_\_

\_\_\_\_\_  
(name and office)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

(to be completed if service is by someone other than the sheriff)

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_