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2 IN THE JUSTICE COURT OF SPARKS TOWNSHIP
3 COUNTY OF WASHOE, STATE OF NEVADA

4 _____,	Case No.: _____
5	
6 Plaintiff,	Dept. No.: _____
7 vs.	
8 _____	
9 _____,	
10 Defendant(s).	

11 **SUMMONS**

12 **NOTICE! YOU HAVE BEEN SUED. THE COURT MAY DECIDE AGAINST YOU WITHOUT**
13 **YOUR BEING HEARD UNLESS YOU FILE A RESPONSE WITH THE COURT WITHIN 21**
14 **DAYS. READ THE INFORMATION BELOW CAREFULLY.**

15 **TO THE DEFENDANT NAMED ABOVE:** _____
(INSERT (ONE) DEFENDANT'S NAME)

16 A civil complaint has been filed by the Plaintiff against you. Plaintiff is seeking to recover the
17 relief requested in the complaint, which could include a money judgment against you or some other
18 form of relief.

19 If you intend to defend this lawsuit, within 21¹ days after this Summons is served on you (not
20 counting the day of service), you must:

21 1. File with the Clerk of the Court, whose address is shown below, a formal written
22 response (typically a legal document called an "answer," but potentially some other response) to
23 Plaintiff's complaint.

24 2. Pay the required filing fee of \$71 to the Court or file an Application to Proceed In
25 Forma Pauperis and request a waiver of the filing fee.

26 3. Serve (by mail or hand delivery) a copy of your response upon the Plaintiff, or
27 Plaintiff's attorney, whose name and address is shown below.

28 _____
¹ The State of Nevada, its political subdivisions, agencies, officers, employees, board members, commission members, and legislators each have 45 days after service of this Summons within which to file a response to Plaintiff's complaint.

1 If you fail to respond, the Plaintiff can request your default. The Court can then enter judgment
2 against you for the relief demanded by the Plaintiff in the complaint, even though you have never
3 appeared in Court. To enforce the judgment, the Plaintiff could take money or property from you or
4 some other relief awarded by the court.

5 If you intend to seek an attorney's advice, do it quickly so that your response can be filed on time.

6 Issued date: _____, 20____.

7 CYNDA HORNING
8 CLERK OF THE COURT

9
10 By: _____
11 Deputy Clerk
12 Sparks Justice Court
13 1675 E. Prater Way, Suite 107
14 Sparks, Nevada 89436

15 Issued at the request of:

16 _____
17 Plaintiff/Plaintiff Attorney Signature

18 _____
19 Plaintiff/Plaintiff Attorney Printed Name

20 _____
21 Address (including City, State & Zip Code)

22 _____
23 Phone Number

24 _____
25 Email Address

26 **NOTE:** When service is by publication, add a brief statement of the object of the action. See Justice
27 Court Rule of Civil Procedure 4.4(c).

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Forms are available on the Sparks Justice Court website at
<https://www.washoecounty.gov/sjc/Forms.php>