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**UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF WEST VIRGINIA**

AT

V.

**SUMMONS IN A CIVIL ACTION  
CIVIL ACTION No.**

**TO** [Name and address of defendant]:

**YOU ARE HEREBY SUMMONED** and required to serve on [Name and address of Attorney(s) for Plaintiff(s)]:

an answer to the complaint which is served on you with this summons, within \_\_\_\_\_ days after service of this summons on you, exclusive of the day of service. If you fail to do so, judgment by default will be taken against you for the relief demanded in the complaint. Any answer that you serve on the parties to this action must be filed with the Clerk of this Court within a reasonable period of time after service.

**TERESA L. DEPPNER, CLERK OF COURT**

**DATE:** \_\_\_\_\_

**BY:** \_\_\_\_\_

**DEPUTY CLERK**

