

PROBATE COURT OF GREENE COUNTY, OHIO

Case No.: _____

Judge Thomas M. O'Diam

Plaintiff
vs.

Defendant

**SUMMONS
ON AMENDED COMPLAINT**

[Rule 4 & Rule 15 Ohio Rules of Civil Procedure]

Name

Address

Plaintiff

Name

Address

Defendant

To the above named defendant:

You are summoned that an amended complaint (a copy of which is attached) has been filed against you in this court by the plaintiff(s) listed above.

You are required to serve upon the plaintiff(s)' attorney, or upon the plaintiff if he/she has no attorney of record, a copy of your answer to the amended complaint within **14** days after you have been served this summons, exclusive of the date of service. Your answer must be filed with this court within three days after service on plaintiff's attorney.

The name and address of the plaintiff's attorney is as follows:

Name

Address

If you fail to appear and defend, judgment by default will be taken against you for the relief demanded in the complaint.

Thomas M. O'Diam, Probate Judge

Date

Deputy Clerk

RETURN

Received on the _____ day of _____, 20____, at _____ o'clock, ____M., and on the _____ day of _____, 20____, I served the same on the party named below by Personal Service Residential Service or Certified Mail, Return Receipt Request

RETURN OF SERVICE OF SUMMONS (PERSONAL)

I received this summons on _____, 20____ at _____ o'clock ____M., and made personal service it upon _____ by locating him/her and tendering a copy of summons and accompanying documents, on _____, 20____.

Fees
Service \$ _____
Mileage \$ _____
Total \$ _____
Date _____

Sheriff, Bailiff, Process Server
By: _____
Deputy

RETURN OF SERVICE OF SUMMONS (RESIDENCE)

I received this summons on _____, 20____ at _____ o'clock ____M., and made residence service of it upon defendant(s) _____ by leaving at his/her usual place of residence with _____ a person of suitable age and discretion then residing therein, a copy of the summons, a copy of the complaint and accompanying documents, on _____, 20____.

Fees
Service \$ _____
Mileage \$ _____
Total \$ _____
Date _____

Sheriff, Bailiff, Process Server
By: _____
Deputy

RETURN OF SERVICE OF SUMMONS (FAILURE OF SERVICE)

I received this summons on _____, 20____ at _____ o'clock ____M., with instructions to make personal-residence service upon defendant(s) _____ and I was unable to serve a copy of the summons upon said defendant(s) for the following reasons: _____

Fees
Service \$ _____
Mileage \$ _____
Total \$ _____
Date _____

Sheriff, Bailiff, Process Server
By: _____
Deputy