

IN THE 27<sup>TH</sup> JUDICIAL DISTRICT  
DISTRICT COURT OF RENO COUNTY, KANSAS

Case No. \_\_\_\_\_

\_\_\_\_\_  
Plaintiff

\_\_\_\_\_  
Address

V.

\_\_\_\_\_  
Defendant

\_\_\_\_\_  
Address

PROCEEDING PURSUANT  
TO K.S.A CHAPTER 61

**SUMMONS**  
(Small Claims Procedure)

*To the above-named defendant:*

You are hereby notified that the above-named plaintiff has filed a claim against you under the small claims procedure of this court. The statement of plaintiff's claim and demand for judgment against you are set forth in the petition which is served upon you with this summons.

**A trial will be held on this matter at 1:30 o'clock p.m. on the \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_, at District Court-Position 1, 206 W 1st, Hutchinson KS.**

You must be present in person at the trial or a judgment by default will be entered against you. Except otherwise provided by law, neither you nor the plaintiff is permitted to appear with an attorney.

If your defense is supported by witnesses, books, receipts or other papers, you should bring them with you at the time of the hearing. If you wish to have witnesses summoned, see the judge or clerk of the court at once for assistance.

If you admit the claim, but desire additional time to satisfy plaintiff's demands, you must be present at the trial and explain the circumstances to the court.

If you have a claim against the plaintiff, which arises out of the transaction or occurrence which is the subject of plaintiff's claim and your claim does not exceed \$4,000, you must complete the form for "Defendants Claim," which accompanies this summons, and return it to the judge or clerk of the court on or before the time set for the trial. If your claim against plaintiff exceeds \$4,000, you may complete and return the form for "Defendants Claim" on or before the time set for trial.

\_\_\_\_\_  
Date

Clerk of the District Court

Clerk's Seal

By \_\_\_\_\_  
Deputy

RETURN ON SERVICE OF SUMMONS

I hereby certify that I have served this summons:

(1) Personal Service. By delivering a copy of the summons and a copy of the petition to each of the following defendants on the dates indicated:

\_\_\_\_\_ (Date) \_\_\_\_\_  
(Name of defendant)

\_\_\_\_\_ (Date) \_\_\_\_\_  
(Name of defendant)

(2) Residence Service. By leaving a copy of the summons and a copy of the petition at the usual place of residence of each of the following defendants on the dates indicated:

\_\_\_\_\_ (Date) \_\_\_\_\_  
(Name of defendant)

\_\_\_\_\_ (Date) \_\_\_\_\_  
(Name of defendant)

(3) No Service. The following defendants were not found in this county:

\_\_\_\_\_ (Date) \_\_\_\_\_  
(Name of defendant)

\_\_\_\_\_ (Date) \_\_\_\_\_

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

\_\_\_\_\_  
(Signature and Title of Officer)