

**JUSTICE COURT, TOWNSHIP OF \_\_\_\_\_**  
**CLARK COUNTY, NEVADA**

*Plaintiff's*  
Name: \_\_\_\_\_

Plaintiff,

vs.

*Defendant's*  
Name: \_\_\_\_\_

Defendant.

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

Dept No.: \_\_\_\_\_

**SUMMONS – UNLAWFUL DETAINER**

**NOTICE! YOU HAVE BEEN SUED. THE COURT MAY DECIDE AGAINST YOU WITHOUT YOUR BEING HEARD UNLESS YOU FILE A RESPONSE WITH THE COURT WITHIN 20 DAYS.<sup>1</sup> READ THE INFORMATION BELOW CAREFULLY.**

To the Defendant named above:

A Complaint for Unlawful Detainer has been filed by the Plaintiff against you. Plaintiff is seeking to recover possession of the premises referenced in the complaint and could also be seeking a money judgment against you.

If you intend to defend this lawsuit, within 20 days<sup>1</sup> after this Summons is served on you (not counting the day of service), you must:

1. File with the Clerk of the Court, whose address is shown below, a formal written response (called an “answer”) to Plaintiff’s complaint.
2. Pay the required filing fee of \$71 to the court, or file an Application to Proceed *In Forma Pauperis* and request a waiver of the filing fee.
3. Serve (by mail or hand delivery) a copy of your response upon the Plaintiff whose name and address is shown below.

**Information and forms to assist you are available, free of charge, at the Civil Law Self-Help Center at the Regional Justice Center, 200 Lewis Avenue, Las Vegas, Nevada, and on the center’s website at [www.civillawselfhelpcenter.org](http://www.civillawselfhelpcenter.org).**

If you fail to respond, the Plaintiff can request your default. The court can then enter judgment against you for the relief demanded by the Plaintiff in the complaint, which could result in your removal

<sup>1</sup> Your time to file a response and defend this action may have been shortened by order of the court per NRS 40.300(2). Read all documents you receive carefully to determine whether a court order shortening your time was issued and your exact deadline to respond.

1 from the premises at issue and the taking of money from you.

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

3 *(This Summons must be signed by the Clerk of the Court.)*

4 **CLERK OF COURT,** \_\_\_\_\_

5  
6 By: \_\_\_\_\_ *(Signature)*  
Deputy Clerk Date:

7 *(Insert court name and address below:)*

8  
9  
10 Issued at the request of:

11 I declare under penalty of perjury under the law of the  
12 State of Nevada that the foregoing is true and correct.

13 \_\_\_\_\_ *(Plaintiff's Signature)*  
14 *(Insert Plaintiff's name, address, phone, and e-mail:)*

15  
16  
17  
18 Plaintiff, In Proper Person

19  
20  
21 **APPROPRIATE COURTROOM ATTIRE AND SHOES ARE REQUIRED. NO**  
22 **SHORTS, HALTER TOPS, TANK TOPS, FOOD, OR DRINK ARE PERMITTED.**

1 JUSTICE COURT, TOWNSHIP OF \_\_\_\_\_  
2 CLARK COUNTY, NEVADA

3 CASE NO.:

4 PLAINTIFF'S NAME:

5 DEFENDANT'S NAME:

6 **DECLARATION OF SERVICE UNDER PENALTY OF PERJURY**

7 (Insert name of person performing service) \_\_\_\_\_, being duly  
8 sworn or under penalty of perjury, states that at all times relevant, I was over 18 years of age and not a party to or  
9 interested in the above-captioned case; that I served a copy of the ☐ Summons, ☐ Complaint for Unlawful  
10 Detainer, ☐ Ex Parte Application for Order to Show Cause Why a Temporary Writ of Restitution Should Not Issue  
11 and Order Shortening Time to Answer Complaint, ☐ Order to Show Cause Why a Temporary Writ of Restitution  
12 Should Not Issue and Order Shortening Time to Answer on (insert date and time you served)

13 \_\_\_\_\_, 20\_\_\_\_, at the hour of \_\_\_\_\_.M., by (complete appropriate paragraph below):

14 ☐ **For personal service per JCRCP 4(d)(6):** Delivering and leaving a copy with (insert  
15 Defendant's name) \_\_\_\_\_ at (insert address at  
16 which you served) \_\_\_\_\_

17 ☐ **For substitute service per JCRCP 4(d)(6):** Delivering and leaving a copy with (insert name or  
18 physical description of person served) \_\_\_\_\_, a person of suitable age  
19 and discretion residing at Defendant's dwelling house or usual place of abode, at (insert Defendant's address) \_\_\_\_\_

20 ☐ **For service on a business entity per JCRCP 4(d)(1) or (2):** Delivering and leaving a copy with  
21 (insert name or physical description of person served) \_\_\_\_\_,  
22 who is Defendant's (check one) ☐ president or other head, ☐ secretary, ☐ cashier, ☐ managing agent, ☐ resident  
23 agent, or ☐ other (specify) \_\_\_\_\_, at (insert address at which you served) \_\_\_\_\_

24 ☐ **Other method of service authorized by Nevada statute or court rule:** \_\_\_\_\_

25 **I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAW OF THE STATE OF NEVADA THAT**  
26 **THE FOREGOING IS TRUE AND CORRECT.**

27 **SERVER'S SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_

28 Server's Phone: \_\_\_\_\_

Server's ☐ Residential/ ☐ Business Address: \_\_\_\_\_

☐ I am a licensed process server or an employee of a licensed process server; my license or registration number is  
(insert license or registration number): \_\_\_\_\_.

☐ I am not required to be licensed under chapter 648 of the Nevada Revised Statutes or another provision of law  
because am not engaged in the business of serving legal process within the State of Nevada.