

Superior Court of Washington, County of \_\_\_\_\_

In re:

Petitioner/s (*person/s who started this case*):

\_\_\_\_\_

And Respondent/s (*other party/parties*):

\_\_\_\_\_

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

Summons Served by Mail  
(SM)

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## Summons Served by Mail

To (*other party's name/s*): \_\_\_\_\_

I have started a court case by filing a petition. The name of the Petition is:

\_\_\_\_\_

You must respond in writing if you want the court to consider your side.

**Deadline!** Your *Response* must be **filed and served** within **90 days** of the date this summons is mailed. If you do not file and serve your *Response* or a *Notice of Appearance* by the deadline:

- No one has to notify you about other hearings in this case, and
- The court may approve the requests in the *Petition* without hearing your side (called a *default judgment*).

Follow these steps:

1. **Read** the *Petition* and any other documents that were mailed with this *Summons*. Those documents explain what the other party is asking for.
2. **Fill out** a *Response* on this form (*check the Response that matches the Petition*):
  - ☐ FL Divorce 211, *Response to Petition about a Marriage*
  - ☐ FL Divorce 212, *Response to Petition about a Registered Domestic Partnership*
  - ☐ FL Non-Parent 415, *Response to Non-Parent Custody Petition*

- ☐ FL Non-Parent 452, *Response to Terminate or Change Non-Parent Custody Order*
- ☐ FL Parentage 302, *Response to Petition to Decide Parentage*
- ☐ FL Parentage 332, *Response to Petition for Parenting Plan, Residential Schedule and/or Child Support*
- ☐ FL Parentage 342, *Response to Petition for De Facto Parentage*
- ☐ FL Parentage 382, *Response to Petition to Stop Parentage Based on Sexual Assault*
- ☐ FL Modify 502, *Response to Petition to Modify Child Support Order*
- ☐ FL Modify 602, *Response to Petition to Change Parenting Plan, Residential Schedule or Custody Order*
- ☐ FL Relocation 722, *Response to Objection about Moving with Children and Petition about Changing a Parenting/Custody Order (Relocation)*
- ☐ FL Visits 476, *Response to Petition for Visits*
- ☐ Other (*specify*): \_\_\_\_\_

**You can get the *Response* form and other forms you need at:**

- The Washington State Courts' website: [www.courts.wa.gov/forms](http://www.courts.wa.gov/forms)
- Washington LawHelp: [www.washingtonlawhelp.org](http://www.washingtonlawhelp.org), or
- The Superior Court Clerk's office or county law library (for a fee).

**3. Serve** (give) a copy of your *Response* to the person who filed this *Summons* at the address below, and to any other parties. You may use certified mail with return receipt requested. For more information on how to serve, read Superior Court Civil Rule 5.

**4. File** your original *Response* with the court clerk at this address:

Superior Court Clerk, \_\_\_\_\_ County

\_\_\_\_\_

*address* *city* *state* *zip*

**5. Lawyer not required:** It is a good idea to talk to a lawyer, but you may file and serve your *Response* without one.

**Person filing this Summons or his/her lawyer fills out below:**



\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Print name and WSBA No., if any*

I agree to accept legal papers for this case at (*check one*):

☐ Lawyer's address:

\_\_\_\_\_

*lawyer's address* *city* *state* *zip*

Email (*if applicable*): \_\_\_\_\_

☐ the following address (*this does **not** have to be your home address*):

address	city	state	zip
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*(If this address changes before the case ends, you **must** notify all parties and the court in writing. You may use the Notice of Address Change form (FL All Family 120). You must also update your Confidential Information Form (FL All Family 001) if this case involves parentage or child support.)*

Note: You and the other party/ies may agree to accept legal papers by email under Superior Court Civil Rule 5 and local court rules.
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*This Summons is issued according to Rule 4.1 of the Superior Court Civil Rules of the state of Washington.*