

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

I am  Plaintiff/Petitioner  Defendant/Respondent  
 Plaintiff/Petitioner's Attorney  Defendant/Respondent's Attorney (Utah Bar #: \_\_\_\_\_)

In the District Court of Utah

\_\_\_\_\_ Judicial District \_\_\_\_\_ County

Court Address \_\_\_\_\_

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Summons</b> (To be served outside Utah)</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
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The State of Utah to

\_\_\_\_\_ (party's name):

A lawsuit has been filed against you. You must respond in writing by the deadline for the court to consider your side. The written response is called an Answer.

您已被起诉。您必须在截止日期之前，以书面形式作出回复，以便法院将您这一方的立场列入考量。该书面回复被称为答辩状。

### **Deadline!**

Your Answer must be filed with the court and served on the other party **within 30 days** of the date you were served with this Summons.

If you do not file and serve your Answer by the deadline, the other party can ask the court for a default judgment. A default judgment means the other party can get what they asked for, and you do not get the chance to tell your side of the story.

### **Read the complaint/petition**

The Complaint or Petition has been filed with the court and explains what the other party is asking for in their lawsuit. Read it carefully.

### **Answer the complaint/petition**

You must file your Answer in writing with the court **within 30 days** of the date you were served with this Summons. You can find an Answer form on the court's website:

[www.utcourts.gov/howto/answer/](http://www.utcourts.gov/howto/answer/).

### **Serve the Answer on the other party**

You must email, mail or hand deliver a copy of your Answer to the other party (or their attorney or licensed paralegal practitioner, if they have one) at the address shown at the top left corner of the first page of this Summons.

### **Finding help**

The court's Finding Legal Help web page ([www.utcourts.gov/howto/legalassist/](http://www.utcourts.gov/howto/legalassist/)) provides information about the ways you can get legal help, including the Self-Help Center, reduced-fee attorneys, limited legal help and free legal clinics.

### **截止日期!!!**

您的答辩状必须在自本法院传票送达给您本人之日起，**30天内**以书面形式提交于法院并送达于对方当事人。如果您未在截止日期前将答辩状提交于法院并送达于对方当事人，对方当事人则可要求法院作出缺席判决。缺席判决表示对方当事人的诉求可获得法院的批准，而您则没有机会陈述您这一方的案情。

### **阅读起诉书/诉状**

原告或申请人已经向法院提交起诉书或诉状，并已针对在诉讼中所提出的诉求作出解释，请仔细阅读。

### **对起诉书/诉状作出答辩**

您必须在自本法院传票送达给您之日起，**30天内**以书面形式向法院提交您的答辩状。您可以在以下法院网站上找到答辩状表格：

[www.utcourts.gov/howto/answer/](http://www.utcourts.gov/howto/answer/)。

### **将答辩状送达给对方当事人**

您必须将您的答辩状的副本，以邮寄或亲自送交方式，送达到对方当事人在本传票第一页左上角所列出的地址，或者给对方当事人的律师或有执照的法律助理，如果对方有的话。

### **寻求帮助**

法院的寻找法律帮助网页

([www.utcourts.gov/howto/legalassist/](http://www.utcourts.gov/howto/legalassist/))，提供如何获得各种法律帮助的相关信息，包括自助中心、低费用律师、有限的法律帮助、和免费法律诊所。

I declare under criminal penalty under the law of Utah that everything stated in this document is true.

Signed at \_\_\_\_\_ (city, and state or country).

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

Printed Name \_\_\_\_\_