

**FORM 22A. NOTICE OF LAWSUIT AND REQUEST FOR WAIVER OF
SERVICE OF SUMMONS**

TO: (insert the name and address of the person to be served.)

Why Are You Getting This?

A copy of a Summons and Complaint is attached to this notice. This is not formal service of the summons on you, but rather is my request that you sign and return the enclosed waiver of service in order to avoid the cost of serving you. The cost of service will be avoided if I receive a signed copy of the waiver within ___ days after the date designated below as the date on which this Notice and Request is sent.

I enclose a stamped and addressed envelope (or other means of cost-free return) for your use. An extra copy of the waiver is also attached for your records. If you comply with this request and return the signed waiver, it will be filed with the court and no summons will be served on you. The action will then proceed as if you had been served on the date the waiver is signed, except that you will not be obligated to answer the complaint before 60 days from the date designated below as the date on which this notice is sent (or before 90 days from that date if your address is outside the United States).

What Happens Next?

If you do not return the signed waiver form within the time indicated, I will arrange to have the summons and complaint served on you (or the party on whose behalf you are addressed) and will then, to the extent authorized by court rules, ask the court to require you (or the party on whose behalf you are addressed) to pay the full costs of such service. Your duty to waive the service of the summons is explained on the reverse side (or at the foot) of this waiver form.

I affirm that this request is being sent to you on behalf of the plaintiff, this ___ day of _____, 20__.

Signature

(Effective July 1, 2018.)