

Summons – Adversary Proceedings (Third Party)

Docketing Event

- Adversary > Request a Summons > Request for Third Party or Involuntary Summons
- Adversary > Miscellaneous > Summons Service Executed

Notes:

- ❖ Use this event when recording service of any summons, including the initial, alias, pluries, or third-party summons. It is very important to use this event and not the certificate of service or proof of service events when docketing the certificate of service for a summons.
 - ❖ Ensure a copy of the summons that was served is included as part of your service PDF when recording service of any summons.
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Negative Notice: N/A

Accompanying Orders: N/A

Code and Rule References:

[Fed. R. Bankr. P. 7003](#)

[Fed. R. Civ. P. 5](#)

[Fed. R. Bankr. P. 7004](#)

[Fed. R. Civ. P. 10](#)

[Fed. R. Bankr. P. 7005](#)

[Form B2500A](#)

[Fed. R. Bankr. P. 7010](#)

[Form B2500B](#)

[Fed. R. Bankr. P. 9006](#)

[Form B2500C](#)

[Fed. R. Bankr. P. 9014](#)

[Form B2500D](#)

[Fed. R. Civ. P. 3](#)

[Form B2500F](#)

[Fed. R. Civ. P. 4](#)

[Local Rule 7001-1](#)

Fee: N/A

Applicable Chapters: 7, 11, 12, 13

Implemented: 2/9/2016

Last Revision: 10/23/2019 8:57:03 AM

Description

The process for requesting a third-party summons is similar to the alias/pluries summons with one important distinction: for this summons, a completed summons form must be submitted during the entry. Summons forms can be found on our website at <http://www.flmb.uscourts.gov/forms/>. It is only necessary to provide one form for issuance.

A message screen during docketing will remind you that a form is necessary and that the event is not to be used for alias or pluries summons. When prompted, indicate whether a third party or involuntary summons is requested. The third party/involuntary summons must be issued by Clerk's Office staff and is not processed via automation. Upon review of the request, a member of the Clerk's Office staff will issue the summons. Attorneys will be notified of the summons issuance entry through their usual manner of electronic notification (individual or daily summary emails). It may also be viewed on the docket by clicking the document link for the image. A copy of Local Rule 7001-1 must be served along with the summons and service of Local Rule 7001-1 must be noted in the Certificate of Service.

- ❖ **Note:** PACER charges may apply if viewed from the docket as opposed to viewing the electronic notification, which provides a "free look."

Summons Events:

[6:15-ap-00006-ABB Vader v. Common](#)

Type: ap Office: 6 (Orlando) Judge: ABB
Lead Case: 6-11-bk-158 Case Flag: ADV

NOTE: A completed summons form for issuance **MUST** be uploaded on the following screen. Links to official forms B250D and B250E can be located via our website [here](#). Upon receipt, the clerk will issue and docket the appropriate Summons Issued docket entry.

This event is for Third Party and Involuntary Summons only. If you require an Alias or Pluries Summons, please return to the Adversary - Request a Summons category and select the Request for Alias or Pluries Summons event.

Miscellaneous:

[6:11-ap-00004-ABB Jones v. Stevens](#)

Type: ap Office: 6 (Orlando) Judge: ABB
Lead Case: 6-04-bk-365 Case Flag: 727OBJ, ADV

REMINDER: SEE RULE 7007.1(b) REGARDING CORPORATE OWNERSHIP STATEMENT

Docket Text: Modify as Appropriate.

Request for Third Party Summons Filed by Alyson Johnson on behalf of Plaintiff James Earl Jones . (Johnson, Alyson)

04/14/2015	20 (1 pg)	Request for Third Party Summons Filed by Alyson Johnson on behalf of Plaintiff James Earl Jones. (Johnson, Alyson) (Entered: 04/14/2015)
04/14/2015	21 (1 pg)	Third Party Summons Issued on Jennifer Marie Stevens Date Issued 4/14/2015, Answer Due 5/14/2015 . (Johnson, Alyson) (Entered: 04/14/2015)