

Form 19: Summary Process Summons and Complaint

Commonwealth of Massachusetts
The Trial Court

SUMMARY PROCESS SUMMONS
AND COMPLAINT

Housing Department
Boston Division
Suffolk, ss

Docket No. _____
Entry Date _____

THIS IS A COURT NOTICE OF A PROCEEDING TO
EVICT YOU, PLEASE READ IT CAREFULLY
IMPORTANTE ESTE DOCUMENTO ES UNA NOTICIA DE UNA CORTE,
RESPECTO A PROCEDIENTES PARA DESALOJARLE

TO: **1** _____
ADDRESS: **2** _____ CITY: _____ ZIP: _____
You are hereby summoned to appear before a Justice of the Court at the time and place listed below:
DAY: Thursday DATE: **3** _____ TIME: **4** _____ COURT LOCATION: **5** W. Brooke
Courthouse, 24 New Chardon Street, Boston ROOM: Courtroom #9, 4th floor to answer the complaint of
LANDLORD/OWNER: **6** _____ STREET: **7** _____
CITY: _____ ZIP: _____ that you occupy the premises at **8** _____
being within the judicial district of this court, unlawfully and against the right of said Landlord/Owner because **9** _____

and further, that \$ _____ rent is owed according to the following account:

ACCOUNT ANNEXED

First or Chief Justice

Clerk Magistrate

Signature of Plaintiff or Attorney

Date of Signature of Plaintiff or Attorney

Address of Plaintiff's Attorney

Telephone Number of Plaintiff or Attorney

NOTICE TO OCCUPANTS: At the hearing on **10** _____, you (or your attorney) must appear in person to present your defense. You (or your attorney) must also file a written answer to this complaint (Answer form 2 is available in the clerk's office.) You must file (deliver or mail) the answer with the court clerk and serve (deliver or mail) a copy on the landlord (or landlord's attorney) at the address shown above. The answer must be received by the court clerk and received by the landlord (or the landlord's attorney) no later than the first Monday after the Monday entry day. **11** _____

IF YOU DO NOT FILE AND SERVE AN ANSWER, OR IF YOU DO NOT DEFEND AT THE TIME OF THE HEARING, JUDGMENT MAY BE ENTERED AGAINST YOU FOR POSSESSION AND THE RENT AS REQUESTED IN THIS COMPLAINT.

NOTIFICACION PARA LAS PERSONAS DE HABLA HISPANA: SI USTED NO PUEDE LEER INGLES TENGA ESTE DOCUMENTO LEGAL TRADUCIDO CUANTO ANTES.

To the Sheriffs of our several Counties, or their Deputies, or any Constable of any City or Town within said Commonwealth.
GREETINGS: We command you to summon the within named tenant/occupant to appear as herein ordered.

WITNESS,

 First or Chief Justice **12** _____
 Clerk Magistrate Entry Date

OFFICER'S RETURN

ss: City/Town _____ Date _____

By virtue of this Writ, I this day served the within-named tenant or occupant and summoned him/her as herein directed, by giving it in hand to _____

or leaving it at _____
 the last and usual place of abode. A copy of this summons was
 on _____

Fees: Service _____
 Copy _____
 Travel _____
 Use of car _____
 L & U Mailing _____
 \$ _____

NOTICE TO L

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| ▼ | Key |
|----|--|
| 1 | Name of all tenants facing eviction |
| 2 | Tenant's address |
| 3 | Original trial date |
| 4 | Time you need to be in court |
| 5 | Where the eviction trial is scheduled |
| 6 | Landlord's name |
| 7 | Landlord's address |
| 8 | Tenant's address |
| 9 | Reason for the eviction |
| 10 | Original trial date |
| 11 | Answer Date—date by which your written Answer must be given to the court and your landlord |
| 12 | Entry date |

Amended effective February 1, 1982; July 1, 1986; February 1, 2000; March 1, 2001