

Form 19: Summary Process Summons and Complaint

Commonwealth of Massachusetts The Trial Court

SUMMARY PROCESS SUMMONS AND COMPLAINT

Housing Department

Docket No. _____

Boston Division

Entry Date _____

Suffolk, ss

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.

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

bhgen.1101

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