

6-07/500.10 Multiple Capacity Summons

If only one copy of the process is served, charge only one service fee, regardless of the number of capacities in which that defendant is served. GOV 26721 authorizes the fee for serving each process. If instructed to serve several copies on the defendant, charge for each process served. (Attorney General Opinion No. CV 75/307 IL, Feb. 3, 1976 (still being researched for hyperlink))

EXAMPLE: "Serve Tom Jones as an individual and Ace Distributing Company, a corporation, of which Tom Jones is the president." On the bottom of the Summons mark #1 (individual defendant) and #3 (on behalf of: ACE DISTRIBUTING COMPANY, and mark under CCP 416.10 (corporation).

(For proof of service of this summons, use Proof of Service of Summons (form POS-010).)
 (Para prueba de entrega de esta citación use el formulario Proof of Service of Summons, (POS-010).)

[SEAL]

NOTICE TO THE PERSON SERVED: You are served

1. as an individual defendant.
2. as the person sued under the fictitious name of *(specify)*: _____
3. on behalf of *(specify)*: Ace Distributing Company, a corporation
 under: CCP 416.10 (corporation) CCP 416.60 (minor)
 CCP 416.20 (defunct corporation) CCP 416.70 (conservatee)
 CCP 416.40 (association or partnership) CCP 416.90 (authorized per
 other *(specify)*: _____
4. by personal delivery on *(date)* put date of service here

Form Adopted for Mandatory Use
 Judicial Council of California
 SUM-100 [Rev. July 1, 2009]

SUMMONS

Code of Civil Procedure §§ 4
 www.court