

SECOND JUDICIAL DISTRICT
COUNTY OF BERNALILLO
STATE OF NEW MEXICO
CHILDREN'S COURT DIVISION

Cause No. _____

IN THE MATTER OF
_____, a minor child

SUMMONS

THE STATE OF NEW MEXICO

TO: _____ Respondent
ADDRESS: _____

You are required to serve upon _____ an answer
(Name of Petitioner/Petitioner's Attorney)
or motion in response to the complaint which is attached to this summons within thirty (30) days
after service of this summons upon you, exclusive of the say of service, and file a copy of your
answer or motion with the Court as provided in RULE 1-005 NMRA.

If you fail to file a timely answer or motion, default judgement may be entered against
you for the relief demanded in the Complaint/Petition.

Attorney(s) for Petitioner/Petitioner Pro Se:

*Name, address and telephone of attorney for petitioner
(Or of petitioner, if no attorney)*

Street or P.O. Box

City, state and zip code

Telephone

WITNESS the Honorable _____, district judge of the
Second Judicial District court of the State of New Mexico, and the seal of the district court
of Bernalillo County, this _____ day of _____,
20____.

Dated: _____

JAMES A. NOEL
CLERK OF COURT

By _____
Deputy

RETURN OF SERVICE

STATE OF NEW MEXICO)
)ss
COUNTY OF _____)

I, being duly sworn, on oath, state that I am over the age of eighteen (18) years and not a party to this lawsuit, and that I served this summons in _____ County on the _____ day of _____, 20_____, by delivering a copy of this summons, with a copy of complaint/Petition attached, in the following manner:

(check one box and fill in appropriate blanks)

- [] to the defendant/respondent _____ (used when defendant/respondent accepts a copy of summons and complaint/petition or refuses to accept the summons and complaint/petition)
[] to the defendant/respondent by mail courier service as provided by Rule 1-004 NMRA (used when service is by mail or commercial courier service).

After attempting to serve the summons and complaint/petition on the defendant/respondent by personal service or by mail or commercial courier service, by delivering a copy of this summons, with a copy of complaint/petition attached, in the following manner:

- [] to _____, a person over fifteen (15) years of age and residing at the usual place of abode of defendant/respondent _____, (used when the defendant/respondent is not presently at place of abode) and by mailing by first class mail to the defendant/respondent at _____ (insert defendant/respondent's last known mailing address) a copy of the summons and complaint/petition.
[] to _____, the person apparently in charge at the actual place of business or employment of the defendant/respondent and by mailing by first class mail to the defendant/respondent at _____ (insert defendant/respondent's business address) and by mailing the summons and complaint/petition by first class mail to the defendant/respondent at _____ (insert defendant/respondent's last known mailing address).
[] to _____, an agent authorized to receive service of process for defendant _____.
[] to _____, parent guardian custodian conservator guardian ad litem of defendant/respondent _____ (used when defendant/respondent is a minor or an incompetent person)
[] to _____, (name of person), _____ (title of person authorized to receive service. Use this alternative when the defendant is a corporation or an association subject to a suit under a common name, a land grant board of trustees, the State of New Mexico or any political subdivision).

Fees: _____ Signature of person making service

Title (if any)

Subscribed and sworn to before me this _____ day of _____, 20_____.

Judge, Notary or other officer authorized to administer oaths Expiration date

Official title

*Notarization not required for Sheriff or Deputy Sheriff of a NM county