

FORM 23B

Rule 23.04(a)

SUMMONS FOR PRODUCTION OF DOCUMENTS

IN THE LOCAL COURT
AT _____

Claim No. _____

Plaintiff

and

Defendant

TO _____
OF _____

THE COURT ORDERS that you attend and bring with you this summons and the documents and things described in the Schedule at _____ at _____ am/pm on _____ and until you are excused from further attending.

Instead of attending, you may take this summons and the documents and things described in the Schedule to a Registrar of the Local Court at _____ by hand or by post, in either case so that a Registrar receives them no later than 2 business days before the date on which you are required to attend.

SCHEDULE

[description of documents and things]

Issued: _____

Registrar

Filed by — _____

NOTE:

1. If you do not comply with this summons you may be arrested.
2. Documents and things taken to the Court by you may be returned by post to you at your address shown on this summons. You may request in writing that they be posted to you at another address or you may ask to collect them from the Court.
3. Any question concerning this summons should be directed not to the Court but to
_____.
4. Conduct money must be given or offered with this summons.

Do not ignore this notice. If you do not understand this notice or need help contact a Registrar of the Local Court, a legal practitioner or your local legal aid office.
