

SUMMONS
(Office of Administrative Hearings)

OAH-37

NOTICE TO RESPONDENT:

FOR ADMINISTRATIVE USE ONLY

YOU ARE BEING SUED BY PETITIONER:

NOTICE! You have been sued. This tribunal may decide against you without your being heard unless you respond within 30 days. Read the information below.

You have 30 CALENDAR DAYS after this summons and legal papers are served on you to file a written response at this tribunal and have a copy served on the Petitioner. A letter or a phone call will not protect you. Your written response must be in proper legal form if you want the tribunal to hear your case. If you do not file your response on time, you may lose the case by default, and your wages, money, and property may be taken without further warning from the tribunal.

For more information, please contact the Office of Administrative Hearings by telephone at (916) 263-1422, or by email to pwca@dgs.ca.gov, or by going to the Public Works Contract Arbitration website at www.dgs.ca.gov/oah/PWCAProgram.aspx

Papers should be filed with:

CASE NUMBER:

The Office of Administrative Hearings
2349 Gateway Oaks Drive, Suite 200
Sacramento, California 95833-4231
Facsimile: (916) 376-6394
Email: pwca@dgs.ca.gov

The name, address, telephone number and email of petitioner's attorney, or petitioner without an attorney, is:

DATE:

Office of Administrative Hearings

By: _____

(For proof of service of this summons, you may use Proof of Service of Summons and Complaint, form OAH PWCA-004)

NOTICE TO THE PERSON SERVED: You are served

1. as an individual respondent
2. as the person sued under the fictitious name of (*specify*):
3. on behalf of (*specify*):

under: CCP 416.10 (corporation) CCP 416.50 (public entity)
 CCP 416.20 (defunct corporation) CCP 416.90 (authorized person)
 CCP 416.40 (association or partnership) other (*specify*):

4. by personal delivery on (*date*):
5. by other method of delivery (*specify*): on (*date*):