

STATE OF MICHIGAN JUDICIAL CIRCUIT - FAMILY DIVISION COUNTY	SUMMONS: ORDER TO APPEAR (CHILD PROTECTIVE PROCEEDINGS)	CASE NO. PETITION NO. JUDGE
Court address		Court telephone no.

In the matter of _____
 First and last name(s), alias(es)

1. TO: _____

2. **YOU ARE ORDERED** to appear in person before the court for a hearing on the allegations in the attached petition. The appearance of the child(ren) named above ☐ is ☐ is not necessary.

3. The date, time, and place of the hearing are:

4. The purpose of the hearing is

- ☐ to decide, **at a trial**, whether one or more of the statutory grounds alleged in the petition are true.
☐ to rule on a request that your parental rights over the child(ren) be terminated.
☐ to decide if you are the father of the child(ren) named above.
☐ other:

5. **RIGHT TO ATTORNEY:** As a respondent you have the right to be represented by an attorney. If you want an attorney, you should hire one immediately so the attorney will be ready on the hearing date. If you want an attorney but are not financially able to hire an attorney, you should contact the court immediately about a court-appointed attorney.

6. **RIGHT TO TRIAL BY JURY:** If you want a jury to decide the facts **at the trial**, you must file a written request with the court within 14 days after the court gives notice of the right to jury trial or 14 days after an appearance by an attorney, whichever is later, but no later than 21 days before trial. **There is no right to a jury at a termination of parental rights hearing.**

7. **RIGHT TO TRIAL BY JUDGE:** Either a judge or a referee may decide the facts at a trial without a jury. If you want a judge to decide the facts **at the trial**, you must file a written request with the court within 14 days after the court gives notice of the right to a judge or 14 days after an appearance by an attorney, whichever is later, but no later than 21 days before trial.

If you require accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

WARNING: You are notified that this hearing may result in a temporary or permanent loss of your rights to the child(ren).

FAILURE TO APPEAR may subject you to the penalty for contempt of court, and a bench warrant may be issued for your arrest.

 Judge signature and date

PROOF OF SERVICE

TO PROCESS SERVER: You are to serve the summons and petition in accordance with MCR 3.920(B)(5) and the instructions of the court. You must make and file your return with the court clerk. If you are unable to complete service you must complete item 3 and return this original and all copies to the court clerk.

CERTIFICATE / AFFIDAVIT OF SERVICE / NONSERVICE

☐ I served ☐ personally ☐ by registered or certified mail (copy of return receipt attached)
a copy of the summons and petition, and the attachments listed below on:

☐ I have attempted to serve the summons and petition, together with the attachments listed below, and have been unable to complete service on:

Name	Date and time of service
Place or address of service	
Attachments (if any)	

I declare under the penalties of perjury that this return of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Title (if applicable) _____

Note: If documents are served by someone other than a sheriff, deputy sheriff, or other person listed in MCL 600.1910(b), this return must be notarized.

Subscribed and sworn to before me on _____
Date

Deputy clerk/Notary public signature _____

My commission expires on _____
Name (type or print) _____

Notary public, State of Michigan, County of _____ ☐ Acting in the County of _____

☐ This notarial act was performed using an electronic notarization system or a remote electronic notarization platform.

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of the summons and petition, together with

_____ on _____
Attachments Date and time

_____ on behalf of _____
Signature