Republic of the Philippines

**KP FORM NO.9**

Province of South Cotabato

CITY OF GENERAL SANTOS

Barangay Apopong

OFFICE OF THE LUPONG TAGAPAMAYAPA

|  |  |
| --- | --- |
| {#complainants}  **{name}**  {/complainants}  **{complainant\_address}**  **Apopong, General Santos** | Barangay Case: **{case\_number}**  For: **{case\_title}** |

Complainant/s.

-vs-

{#respondents}

**{name}**

{/respondents}

**{respondent\_address}**

**Apopong, General Santos City**

Respondent/s.

x- - - - - - - - - - - - - - - - - - - - - - - - - - - - - -x

**SUMMONS**

To:

{#respondents}

**{name}**

{/respondents}

**{respondent\_address}**

**Apopong, General Santos City**

Respondent/s.

x- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -x

You are hereby summoned to appear before me in person on **{day}** day of **{month}**, **{year}**, at **{time}**  o’clock in the **morning/afternoon**, then and there to answer to the complaint made before me, copy of which is attached hereto, for mediation/ conciliation of your dispute with the complainant/s. You are hereby warned that if you refuse or willfully fail to appear in obedience to this summons, you may be barred from filing any counterclaim arising from said complainant.

**FAIL NOT or else faces punishment as for contempt of court.**

Done this **{day2}** day of **{month2} {year2}**, Barangay Apopong, General Santos City.

**JOSE PAOLO JUDE L. NATIVIDAD**

Punong Barangay/Pangkat Chairman

**OFFICER’S RETURN**

I served this summons upon respondent **{respondent\_name}** on the **{day3}** dayof **{month3}**, **{year3}**.

(Write name/s of respondent/s before mode by which he/they was/ were served.) Respondent/s

|  |  |
| --- | --- |
| **{respondent\_1}** | 1. Handling to him/them said summon in person, or |
| **{respondent\_2}** | 2. Handling to him/them said summons and he/she/they refuse to receive it, or |
| **{respondent\_3}** | 3. Leaving said summons at his/ their dwelling with **{respondent\_3\_sub}** a person of suitable age and discretion residing therein, or |
| **{respondent\_4}** | 4. Leaving said summons at his/their office/ place of business with **{respondent\_4\_sub}** competent person in charge thereof. |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Officer

Received by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name & Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name & Signature Date