

**IN THE COUNTY COURT IN AND FOR HILLSBOROUGH COUNTY, FLORIDA  
CIVIL DIVISION**

**CASE NO:** \_\_\_\_\_

**DIVISION:** \_\_\_\_\_

\_\_\_\_\_  
**Plaintiff(s),**

vs

\_\_\_\_\_  
**Defendant(s)**

**EVICTION SUMMONS/RESIDENTIAL**

**TO:(Defendant(s) name & address)**

**PLEASE READ CAREFULLY**

You are being sued by **(Plaintiff(s) name)** \_\_\_\_\_  
to require you to move out of the place where you are living for the reasons given in the attached complaint.

You are entitled to a trial to determine whether you can be required to move, but you **MUST** do **ALL** of the things listed below. You must do them within 5 days (not including Saturday, Sunday, or any legal holiday) after the date these papers were given to you or to a person who lives with you or were posted at your home.

**THE THINGS YOU MUST DO ARE AS FOLLOWS:**

(1) Write down the reason(s) why you think you should not be forced to move. The written reason(s) must be given to the clerk of the court at the County Civil Department, 800 Twiggs St., Room 101, Tampa, Florida 33602, **OR** Plant City Branch Office, 301 N. Michigan Avenue, Room 1071, Plant City, Florida 33563, **OR** at any of the satellite offices located in Hillsborough County.

(2) Mail or give a copy of your written reason(s) to:

\_\_\_\_\_  
**Plaintiff's/Plaintiff's Attorney**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**City, State, Zip Code**

**(3) PAY TO THE CLERK OF THE COURT THE AMOUNT OF RENT THE ATTACHED COMPLAINT CLAIMS TO BE DUE AND ANY RENT THAT BECOMES DUE UNTIL THE LAWSUIT IS OVER.** If you believe that the amount claimed in the complaint is incorrect, you should file with the clerk of the court a motion to have the court determine the amount to be paid. If you file a motion, you must attach to the motion any documents supporting your position and mail or give a copy of the motion to the plaintiff/plaintiff's attorney. **NO CHECKS ACCEPTED. MONIES DEPOSITED INTO THE REGISTRY OF THE COURT MUST BE IN THE FORM OF CASH, CASHIER'S CHECK OR MONEY ORDER. A CLERK'S FEE OF 3% ON THE FIRST \$500.00, AND 1 1/2% ON EACH SUBSEQUENT \$100.00 MUST BE PAID IN ADDITION TO THE MONIES DEPOSITED.**

(4) If you file a motion to have the court determine the amount of rent to be paid to the clerk of the court, you must immediately contact the office of the judge to whom the case is assigned to schedule a hearing to decide what amount should be paid to the clerk of the court while the lawsuit is pending.

**IF YOU DO NOT DO ALL OF THE THINGS SPECIFIED ABOVE WITHIN 5 WORKING DAYS AFTER THE DATE THAT THESE PAPERS WERE GIVEN TO YOU OR TO A PERSON WHO LIVES WITH YOU OR WERE POSTED AT YOUR HOME, YOU MAY BE EVICTED WITHOUT A HEARING OR FURTHER NOTICE.**

(5) If the attached complaint also contains a claim for money damages (such as unpaid rent), you must respond to that claim separately. You must write down the reasons why you believe that you do not owe the money claimed. The written reasons must be given to the clerk of the court at the address specified in paragraph (1) above, and you must mail or give a copy of your written reasons to the Plaintiff/plaintiff's attorney at the address specified in paragraph (2) above. **THIS MUST BE DONE WITHIN 20 DAYS AFTER THE DATE THESE PAPERS WERE GIVEN TO YOU OR TO A PERSON WHO LIVES WITH YOU OR WERE POSTED AT YOUR HOME.** This obligation is separate from the requirement of answering the claim for eviction within 5 working days after these papers were given to you or to a person who lives with you or were posted at your home.

**THE STATE OF FLORIDA  
TO EACH SHERIFF OF THE STATE:**

You are commanded to serve this summons and a copy of the complaint in this lawsuit on the above-named defendant(s).

**DATED** on \_\_\_\_\_.

**PAT FRANK,  
AS CLERK OF THE COURT**

**BY** \_\_\_\_\_  
As Deputy Clerk  
(813) 276-8100, Ext. 4362

**CLERKS CERTIFICATE OF MAILING**

I HEREBY CERTIFY THAT A COPY OF THE **SUMMONS AND COMPLAINT** IN THIS CAUSE WAS SENT BY FIRST CLASS MAIL TO THE PREMISES INVOLVED IN THE PROCEEDING TO THE DEFENDANT(S) IN THIS CAUSE ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_ AS REQUIRED BY SECTION 48.183, FLORIDA STATUTES.

**BY** \_\_\_\_\_  
As Deputy Clerk

**THE COUNTY COURT DOES NOT PROVIDE INTERPRETERS OR TRANSLATORS, YOU ARE RESPONSIBLE FOR PROVIDING YOUR OWN INTERPRETERS OR TRANSLATORS.**

**LA CORTE DEL CONDADO NO PROVEE INTERPRETES O TRADUCTORES, USTED ES RESPONSABLE DE PROVEER SU PROPIO INTERPRETE O TRADUCTOR.**

**If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the ADA Coordinator, Hillsborough County Courthouse, 800 E. Twiggs St., Room 604, Tampa, Florida 33602, (813) 272-7040, at least 7 days before your scheduled court appearance, or immediately upon receiving this notification if the time before the scheduled appearance is less than 7 days; if you are hearing or voice impaired, call 711.**

# NOTIFICACION DE DESALOJO/RESIDENCIAL

## SIRVASE LEER CON CUIDADO

Usted esta siendo demandado por Demandante/Abogado del Demandante para exigirle que desaloje el lugar donde reside por los motivos que se expresan en la demanda adjunta.

Usted tiene derecho a ser sometido a juicio para determinar si se le puede exigir que se mude, pero **ES NECESARIO** que haga **TODO** lo que se le pide a continuacion en un plazo de 5 dias (no incluidos los sabados, domingos, ni dias feriados) a partir de la fecha en que estos documentos se le entregaron a usted o a una persona que vive con usted, o se colocaron en sue casa.

### USTED DEBERA HACER LO SIGUIENTE:

(1) Escribir el (los) motivo(s) por el (los) cual(es) cree que no se le debe obligar a mudarse. El (Los) motivo(s) debera(n) entregarse por escrito al secretario del tribunal en 800 Twiggs Street, Room 101, Tampa, Florida 33602, O la officina de Plant City, 301 N. Michigan Avenue, Cuarto 1071, Plant City, Florida 33563.

(2) Enviar por correo o darle su(s) motivo(s) por escrito a Demandante/Abogado del Demandante.

(3) Pagarle al secretario del tribunal el monto del alquiler que la demanda adjunta reclama como adeudado, as como cualquier alquiler pagadero hasta que concluya el litigio. Si usted considera que el monto reclamado en la demanda es incorrecto, debera presentarle al secretario del tribunal una mocion para que el tribunal determine el monto que deba pagarse. Si usted presenta una mocion, debera adjuntarle a esta cualesquiera documentos que respalden su posicion, y enviar por correo o entregar una copia de la misma al demandante/abogado del demandante.

### **NO CHECKS ACCEPTED.**

(4) Si usted presenta una mocion para que el tribunal deterine el monto del alquiler que deba pagarse al secretario del tribunal, debera comunicarse de inmediato con la oficina del juez al que se le haya asignado el caso para que programe una audiencia con el fin de determinar el monto que deba pagarse al secretario del tribunal mientras el litigio este pendiente.

**SI USTEDS NO LLEVA A CABO LAS ACCIONES QUE SE ESPECIFICAN ANTERIORMENTE EN UN PLAZO DE 5 DIAS LABORABLES A PARTIR DE LA FECHA EN QUE ESTOS DOCUMENTOS SE LE ENTREGARON A USTED O A UNA PERSONA QUE VIVE CON USTED, O SE COLOQUEN EN SUE CASA, SE LE PODRA DESALOJAR SIN NECESIDAD DE CELEBRAR UNA AUDIENCIA NI CURSARSELE OTRO AVISO**

(5) Si la demanda adjunta tambien incluye una reclamacion por danos y perjuicios pecunarios (tles como el incumplimiento de pago del alquiler) usted debera responder a dicha reclamacion por separado. Debera exponer por escrito los motivos por los cuales considera que usted no debe la suma reclamada, y entregarlos al secretario del tribunal en la direccion que se especifica en el parrafo (1) anterior, asi como enviar por correo o entregar una copia de los mismos al demandante/abogado del damandante en la direccion que se especifica en el parrafo (2) anterior. Esto debera llevarse a cabo en un plazo de 20 dias a partir de la fecha en que estos documentos se le entregaron a usted o a una persona que vive con usted, o se coloquen en su casa. Esta obligacion es aparte del requisito de responder a la demanda de lesalojo en un plazo de 5 d as a partir de la fecha en que estos documentos se le entregaron a usted o a una persona que vive con usted, o se coloquen en su casa.

# CITATION D'EVICITION/RESIDENTIELLE

## LISEZ ATTENTIVEMENT

Vous etes poursuivi par Plaignant/Avocat du Plaignant pour exiger que vous evacuez les lieux de votre residence pour les raisons enumerees dans la plainte ci-dessous.

Vous avez droit a un proces pour determiner si vous devez demenager, mais vous devez, au prealable, suivre les instructions enumerees ci-dessous, pendant les 5 jours (non compris le samedi, le dimanche, ou un jour ferie) a partir de la date ou ces documents ont ete donnes a vous ou a la personne vivant avec vous, ou ont ete affichees a votre residence.

## LISATE DES INSTRUCTIONS A SUIVRE:

(1) Enumerer par ecrit les raisons pour lesquelles vous pensez ne pas avoir a demenager. Elles doivent etre remises au clerc du tribunal County Civil Department, 800 Twiggs Street, Room 101, Tampa, Florida 33602 OR Plant City Branch Office 301 N. Michigan Avenue, Room 1071, Plant City, Florida 33563.

(2) Envoyer ou donner une copie au Plaignant/Avocat du Plaignant.

(3) Payer au clerc du tribunal le montant des loyers dus comme etabli dans la plainte et le montant des loyers dus jusqu'a la fin du proces. Si vous pensez que le montant etabli dans la plainte est incorrect, vous devez presenter au clerc du tribunal une demande en justice pour determiner la somme a payer. Pour cela vous devez attacher a la demande tous les documents soutenant votre position et faire parvenir une copie de la demande au plaignant/avocat du plaignant. **NO CHECKS ACCEPTED.**

(4) Si vous faites une demande en justice pour determiner la somme a payer au clerc du tribunal, vous devrez immediatement prevenir le bureau de juge que presidera au proces pour fixer la date de l'audience que decidera quelle somme doit etre payee au clerc du tribunal pendant que le proces est en cours.

**SI VOUS NE SUIVEZ PAS CES INSTRUCTIONS A LA LETTRE DANS LES 5 JOURS QUE SUIVENT LA DATE OU CES DOCUMENTS ONT ETE REMIS A VOUS OU A LA PERSONNE HABITANT AVEC VOUS, OU ONT ETE AFFICHES A VOTRE RESIDENCE, VOUS A POUVEZ ETRE EXPULSES SANS AUDIENCE OU SANS AVIS PREALABLE**

(5) Si la plainte ci-dessus contient une demande pour dommages pecuniaires, tels des loyers arrieres, vous devez y repondre separement. Vous devez enumerer par ecrit les raisons pour lesquelles vous estimez ne pas devoir le montant demande. Ces raisons ecrites doivent etre donnees au clerc du tribunal a l'adresse specifiee dans le paragraphe (1) et une copie des ces raisons donnee ou envoyee au plaignant/avocat du plaignant a l'adresse specifiee dans le paragraphe (2). Cela doit etre fait dans les 20 jours suivant la date ou ces documents ont ete presentes a vous ou a la personne habitant avec vous, ou affichees a votre residence. Cette obligation ne fait pas partie des instructions a suivre en reponse au proces d'eviction dans les 5 jours suivant la date ou ces documents ont ete presentes a vous ou a la personne habitant avec vous, ou affichees a votre residence.