

**IN THE COUNTY COURT FOR  
GADSDEN COUNTY, FLORIDA**

**PLAINTIFF (S)**

**CASE NO:**

**VS.**

**DEFENDANT (S)**

**EVICTION SUMMONS**

**TO:**

**PLEASE READ CAREFULLY**

**You are being sued by \_\_\_\_\_ to require you to move out of the property located at \_\_\_\_\_, \_\_\_\_\_ for the reasons given in the attached complaint.**

**You are entitled to a trial to decide 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 legal holidays) 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 TO CHALLENGE THE EVICTION 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 court clerk of Gadsden County Courthouse in Quincy, Florida.**
- 2. MAIL OR TAKE A COPY OF YOUR WRITTEN REASON(S) TO**
- 3. If given the court the rent that is due into the court registry. You MUST pay the Clerk the rent each time it becomes due (cash or money order/cashier's check payable to the Clerk of the Court) that the attached complaint claims to be due and any rent that becomes due until the lawsuit is over (*together with the court registry fee of 3% of the first \$500, and 1 1/2% of the balance which fee is nonrefundable*) until the lawsuit is over. Whether you win or lose the lawsuit, the Judge may pay this rent to the landlord. (By statute, public housing tenants or tenants receiving rent subsidies shall be required to deposit only that portion of the full rent for which the tenant is responsible pursuant to federal, state, or local program in which they are participating.)**
- 4. If you and the landlord do not agree on the amount of rent owed, you must file a written request (motion), which asks the Judge to decide how much money you must give the Court Clerk. The written request must be filed with your answer to the Eviction Complaint. A copy of**

**your motion must also be mailed or hand delivered to the plaintiff(s) attorney, or if the Plaintiff(s) has no attorney, to the Plaintiff.**

**IF YOU DO NOT DO ALL OF THESE THINGS WITHIN FIVE (5) WORKING DAYS, (NOT INCLUDING SATURDAYS, SUNDAYS, AND LEGAL HOLIDAYS FOR YOUR COURTHOUSE) YOU MAY BE EVICTED WITHOUT A HEARING OR FURTHER NOTICE.**

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**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.**

**DATED on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.**

**NICHOLAS THOMAS,  
Clerk of the County Courts**

**By: \_\_\_\_\_  
DEPUTY CLERK**