
USING THIS FORM

1. Copies
 - a. Original - to serving officer for use in providing proof of service, then to court or Commissioner in Chancery (Commissioner of Chancery to return form to court after interrogatory proceeding is completed).
 - b. First copy - to respondent.
2. Prepared by clerk from information provided by judgment creditor except Data Element Nos. 6-8 (except where judgment creditor selects his own Commissioner in Chancery), and 19-22.
3. Attachments
 - a. Form DC-407 - Request for Hearing--Exemption Claim
4. Preparation details
 - a. By using this revised form (which includes a Writ of Fieri Facias), the clerk no longer has to prepare a separate CC-1477 - Writ of Fieri Facias.
 - b. This form also contains the judgment creditor's request and certificate that a Summons to Answer Interrogatories has not been requested within the last 6 months.
 - c. Form CC-1405, Proof of Service, may be used for proof of service by the serving officer as an alternative to the procedure described above.

SUMMONS TO ANSWER INTERROGATORIES

Case No. 1

2 Circuit Court
CITY OR COUNTY

..... v.
PLAINTIFF(S) DEFENDANT(S)

3 4

TO THE SERVING OFFICER: Return this summons to the Court or Commissioner in Chancery designated below before whom the Respondent is to appear.

RESPONDENT SAME AS DEFENDANT

TO THE RESPONDENT: A Writ of Fieri Facias was issued on a judgment in favor of Plaintiff(s) against Defendant(s) as indicated below. At Plaintiff(s) request, you are hereby commanded to appear on 6

5
ADDRESS/LOCATION

..... at before
DATE TIME

7 Commissioner in Chancery

8
STREET ADDRESS

to answer questions concerning property and assets of Defendant(s) which are held or controlled by the Respondent.

DATE Writ of Fieri Facias Issued 9	DATE of Judgment Upon Which Based 10	AMOUNT \$ 11	COSTS \$ 12	ATTORNEY'S FEES \$ 13
LEGAL INTEREST DUE ON JUDGMENT: Rate(s) and Beginning Dates(s) 14				CREDITS \$ 15

WARNING TO RESPONDENT: If you fail to appear in response to this summons, or if you fail to answer questions put to you at the hearing, or if you make answers deemed by the Court or Commissioner presiding to be evasive, YOU MAY BE SUBJECT TO ARREST AND IMPRISONMENT UNTIL SUCH TIME AS YOU SHALL MAKE PROPER ANSWERS.

COMMISSIONER IN CHANCERY:
Forward these case papers to the issuing court upon completion of the interrogatory proceedings.

16 17 Clerk
DATE

by 18
DEPUTY CLERK

WRIT OF FIERI FACIAS

TO ANY AUTHORIZED OFFICER: You are commanded to levy upon the personal property of the Defendant(s) and to make from the tangible personal property and monies of the Defendant(s) the principal, interest, costs and attorney's fees, less credits (itemized on the attached list) as shown above. You are further commanded to make your return to the clerk's office within 90 days of this date, and to notify the person entitled to receive such money, if such person is known and if any money is received, as required by law. 19

Homestead Exemption waived? yes no cannot be demanded

20 Clerk by 21
DEPUTY CLERK

DATA ELEMENTS

1. Court case number.
2. Court name.
3. Name(s) and address(es) of plaintiffs.
4. Name(s) and address(es) of defendants.
5. Name and address of respondent. If same as defendant, only check the box.
6. Date and time of scheduled examination.
7. Person before whom the examination will be conducted. If it is a Commissioner in Chancery, add name of circuit court for whom he is a Commissioner in Chancery. If it is a circuit court judge, strike out "Commissioner in Chancery" and insert "judge."
8. Location where examination will be conducted.
9. Date of issuance of Writ of Fieri Facias. Use date from separate Writ of Fieri Facias if this summons is issued in connection with an earlier Writ of Fieri Facias. Otherwise, use date inserted in Data Element No. 22.
10. Date of entry of judgment on original case papers.
11. Judgment principal from original judgment.
12. Costs from original judgment.
13. Attorney's fees from original judgment.
14. Interest information concerning the original judgment.
15. Credits paid on judgment.
16. Date of issuance of summons.
17. Signature of clerk if issued by clerk. If issued by deputy clerk, print or type name of clerk.
18. Signature of deputy clerk if issued by deputy clerk.
19. Check the appropriate box.

DATA ELEMENTS

(Continued)

20. Signature of clerk if issued by clerk. If issued by deputy clerk, print or type name of clerk.
21. Signature of deputy clerk if issued by deputy clerk.
22. Add "Issued on" and the date of issuance.