

IN THE HIGH COURT OF THE
HONG KONG SPECIAL ADMINISTRATIVE REGION
COURT OF FIRST INSTANCE

(a) General Reference

Insert case number

(a) Case No. _____ / _____

(b) Insert name(s) of
Plaintiff(s)

BETWEEN

(b) (1)

Plaintiff(s)

(c) Insert name(s) of
*Defendant(s)/
Applicant(s)

(c) (1)

and

* Defendant(s)/
Applicant(s)

S U M M O N S

LET ALL PARTIES CONCERNED ATTEND before the *Registrar/Master _____
sitting in Chambers *(open to public) / (not open to public) at the High Court of Hong Kong, High Court
Building, 38, Queensway, Hong Kong on _____-day, the _____ day of _____,
200____ at _____ o'clock in the *fore/after noon, on the hearing of an application on the part of the
(_____) * Plaintiff(s)/Defendant(s)/Applicant(s) _____ for an Order that:-

(d) State the order to be
obtained

(d) (3) (please prepare an affirmation stating the facts and reasons in support of the application.)

(2) [O.3, r. 5, RHC]

Time for filing and serving defence be extended to the _____ day of _____, 200____
from the date of the order.

(e) State the costs order, if
necessary

(e) And that the costs of the said application be paid by the (_____) *Plaintiff(s)/ Defendant(s)/Applicant(s)
_____ to the (_____) *Plaintiff(s)/ Defendant(s)/Applicant(s) _____.

Dated this _____ day of _____, 200____

Registrar

(f) Insert name of the person
taking out this summons

This summons was taken out by: ^(f) _____ in person,

(g) Insert address of the
person taking out this
summons

whose address is ^(g) _____

_____ Telephone No. _____

The following are the names/addresses of all persons / solicitors to be served with this Summons

(h) State the names and
addresses of all persons /
solicitors to be served
with this summons.

To: ^(h) (3) _____

Address _____

(i) Give the time estimate of
the hearing

(i) Time estimate:

_____ *min/hour/day(s)

Signed

(_____) * Plaintiff(s)/Defendant(s)/Applicant(s)

Foot-notes:

* Delete whichever is inapplicable

(1) Or to fill in details which appear on the originating document

(2) Set out the provision of the Rules of the High Court or relevant laws under which the application is made

(3) If the space here is insufficient, blank paper may be used and attached to this summons

(Revised – April 2006)