

1 [Firm Name]  
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[Attorney Name and Bar Number]  
4 Attorney for Plaintiff(s)

[Trial Court System], [County]

6 **[Plaintiff Name(s)],**  
7 Plaintiff(s),  
8 v.  
9 **[Defendant(s)],**  
10 Defendant(s).

Case No.  
**ORDER**  
Assigned to the Hon. [Judge]

11  
12 This matter came before the Court on plaintiff's Motion for Leave to Amend Process. The  
13 Court finds good cause for granting the motion and, finds further [statements supporting  
14 motion].

15 Accordingly, **IT IS HEREBY ORDERED** that the Motion for Leave to Amend Process,  
16 filed by plaintiff, is granted.

17  
18 **IT IS FURTHER ORDERED** that the summons previously served upon the defendant  
19 [Defendant] in this action be amended by [description of amendment].

20 **IT IS FURTHER ORDERED** that the defendant [Defendant] shall have [# of days] days  
21 from the date of this Order in which to serve an answer or other responsive pleading to the  
22 Complaint herein.

23  
24  
25 Dated this [Day] of [Month], [Year].

26  
27 By \_\_\_\_\_  
28 [Name of Judge]  
Presiding Judge of [Court System],  
County of [County]