



Commissioning of Summons

(in terms of Section 13K of the Act)

Case Number

[Empty box for Case Number]

FORM BBEE 20

IN A MATTER BETWEEN

\_\_\_\_\_ Complainant

and

\_\_\_\_\_ Respondent

To the Commissioner or his/her Deputy:

1. INFORM \_\_\_\_\_ of \_\_\_\_\_ (state gender and occupation) \_\_\_\_\_ (hereafter called respondent) that \_\_\_\_\_, of \_\_\_\_\_ (state gender and occupation) \_\_\_\_\_ (hereafter called the complainant), hereby lodge a complaint against him or her in which the complainant claims:

(Here set out in concise terms complainants cause of action)

[Large empty box for cause of action]

2. INFORM the respondent that he or she is hereby required to appear before this Commission at \_\_\_\_\_ on the day \_\_\_\_ of \_\_\_\_\_ 201\_\_.
3. in the above mentioned hearing to give evidence or to produce books, documents or other object that has bearing to this hearing.
4. (Where documents are required to be produced, add:) AND to bring each one of, and then produce to the Commission, the several books or documents specified in the list below.

Dated at \_\_\_\_\_ on the day \_\_\_\_ of \_\_\_\_\_ 201\_\_.

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**COMMISSION**

5. List of Books or Documents to Be Produced (If Applicable)

Date	Description	Original/certified copy