

David C. Horsley LLB
Her Majesty's Coroner
for Portsmouth and
South East Hampshire



Coroner's Office
Room T20
The Guildhall
Guildhall Square
Portsmouth
PO1 2AJ

Fax: 023 9268 8331

Dr REID

Code A

08 March 2013

Dear Dr Reid,

The Coroner requires you to attend the following Inquest to give evidence.

Name: Mrs Gladys RICHARDS

Died: 21st August 1998

**Inquest on: Wednesday, 10th April 2013 at 10.00 am in the Coroner's Court
in The Guildhall, Guildhall Square, Portsmouth PO1 2AB**

Time allocated: 1 day

Your witness summons is attached. Please send in the reply slip to the witness summons in the enclosed stamped envelope.

Because the Coroner has asked you to be a witness at the Inquest, you are entitled to claim certain expenses for attendance. These are explained in the enclosed notes and expenses claim forms (Please note, no fares or subsistence will be reimbursed without receipts). Also to assist you, I enclose a map showing the location of the Guildhall.

Yours sincerely,

Code A

Coroner's Administrative Officer

Tel: **Code A**

Code A



**URGENT!
YOU MUST REPLY
TO THIS SUMMONS
WITHIN 7 DAYS**

To:

Dr REID

Code A

**You are hereby summoned to appear before me David Clark HORSLEY, on
Wednesday, 10th April 2013 at 10.00 am in the Coroner's Court in The Guildhall,
Guildhall Square, Portsmouth PO1 2AB**

to give evidence touching the death of **Mrs Gladys RICHARDS**
Died on: 21st August 1998

It is anticipated that the Inquest will take 1 day.

Dated: 08 March 2013

Signed **Code A**

D C HORSLEY
Her Majesty's Coroner for Portsmouth and South East Hampshire

Note: Failure to comply with this summons will render the persons liable to a fine not exceeding £4,000 (Coroner Act 1887, S.19, as amended by the Contempt of Court Act 1981 Schedule 2 part III) or imprisonment.

ACKNOWLEDGEMENT

Please sign and date this summons and return it to the address below.
A copy summons is enclosed for your retention.

Witness Full Name: Dr REID
Inquest Case: Mrs Gladys RICHARDS

In response to your summons, I will attend
**Wednesday, 10th April 2013 at 10.00 am in the Coroner's Court in The Guildhall,
Guildhall Square, Portsmouth PO1 2AB**

Signed: Dated:

In case of late changes to time and date of Inquest, please give telephone number.....

Code A Coroner's Administrative Officer, The Guildhall, Guildhall Square, Portsmouth, Hampshire
PO1 2AB, Tel: 02392 688326 - Fax: 02392 688331