

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 Richard REID

**Code A**

08 November 2012

Dear Mr Reid,

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

**Name:** Mrs Gladys RICHARDS  
**Died:** 21<sup>st</sup> August 1998  
**Inquest on:** Tuesday, 4<sup>th</sup> December 2012 at 10.00 am in the Coroner's  
Court in The Guildhall, Guildhall Square, Portsmouth PO1 2AB.  
**Time allocated:** 2 days

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. Also to assist you, I enclose a map showing the location of the Guildhall.

Yours sincerely,

**Code A**



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

To:

**Dr Richard REID  
6 Swanage Road  
Lee-on-the-Solent  
Hampshire PO13 9JW**

**You are hereby summoned** to appear before me **David Clark HORSLEY**, on

**Tuesday, 4<sup>th</sup> December 2012 at 10.00 am in the Coroner's Court in The Guildhall,  
Guildhall Square, Portsmouth PO1 2AB, and Wednesday, 5<sup>th</sup> December 2012.**

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

Dated: 08 November 2012

Signed

**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.**

**A copy of your statement is also enclosed.**

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

In response to your summons, I will attend

**On Tuesday 4<sup>th</sup> December 2012 at 10.00 am in the Coroner's Court in The Guildhall,  
Guildhall Square, Portsmouth PO1 2AB, and Wednesday, 5<sup>th</sup> December 2012.**

Signed: ..... Dated: .....

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

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