

IN THE UNITED STATES DISTRICT COURT  
FOR THE WESTERN DISTRICT OF WISCONSIN

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CAROLYN J. HUMPHREY,

Plaintiff,

v.

VT GRIFFIN SERVICES,

Defendant.  
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ORDER

07-C-120-C

In this civil action for monetary and injunctive relief, plaintiff Carolyn Humphrey alleges that defendant VT Griffin Services discriminated against her in violation of Title VII of the Civil Rights Act of 1964. Jurisdiction is present under 28 U.S.C. § 1331 and 42 U.S.C. § 2000e-5.

The next step is for plaintiff to serve her complaint on the defendants. Under Fed. R. Civ. P. 4(m), a plaintiff has 120 days after filing a complaint in which to serve the defendant. However, that is an outside limit with few exceptions. This court requires that a plaintiff act diligently in moving his case to resolution. If plaintiff acts promptly, she should be able to serve her complaint on the defendant well before the deadline for doing so established in Rule 4.

To help plaintiff understand the procedure for serving a complaint on state officials, I am enclosing with this memorandum a copy of document titled "Procedure for Serving a Complaint on Individuals in a Federal Lawsuit.

#### ORDER

IT IS ORDERED that plaintiff promptly serve her complaint on the defendants and file proof of service of his complaint as soon as service has been accomplished. If, by May 12, 2007, plaintiff fails to submit proof of service of her complaint on the defendant or explain her inability to do so, I will direct plaintiff to show cause why her case should not be dismissed for lack of prosecution.

Entered this 11th day of March, 2007.

BY THE COURT:  
/s/  
BARBARA B. CRABB  
District Judge