

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

EDWIN C. WEST,

Plaintiff,

v.

STEVE HAMILTON, AMY WYTTENBACH,
DENNIS SNYDER and DARLENE
HEIMERMANN-RAMSEY,

Defendants.

MEMORANDUM

04-C-211-C

This is a civil action for injunctive and monetary relief in which plaintiff Edwin C. West, who is proceeding pro se, alleges that defendants are violating his Fourteenth Amendment right to equal protection under the law by treating him differently from similarly situated patients at the Sand Ridge Secure Treatment Center. Plaintiff has paid the \$150 fee for filing his complaint.

The next step is for plaintiff to serve his 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, he should be able to serve his complaint on the defendants well before the deadline for doing so

established in Rule 4.

To help plaintiff understand the procedure for serving a complaint on an individual, I am enclosing with this memorandum a copy of a document titled "Procedure for Serving a Complaint on Individuals in a Federal Lawsuit." In addition, I am enclosing to plaintiff extra copies of his complaint and forms he will need to send to the defendants in accordance with the procedures set out in Option 1 of the memorandum.

Plaintiff is reminded that he is to file with the court proof of service of his complaint on the defendants as soon as service has been accomplished.

Entered this 6th day of April, 2004.

BY THE COURT:

BARBARA B. CRABB
District Judge