In The General Court Of Justice
☐ District ☑ Superior Court Division
SUBPOENA
Note: A single subpoena may be used for as many as three persons if all have the same address. If documents are subpoenaed, only one person may be named.
Alternate Address
City, State, Zip Telephone No.
the place, date and time indicated below. d time indicated below.
Date To Appear / Produce August 24, 1998 Time To Appear / Produce
10:00
Date Deputy CSC

RETURN O	F SERVICE	
I certify that this Subpoena was received and served as follows:		
Date Received		
For The First Person Named On Front:		
 □ by delivering a copy of this Subpoena to the first person named on front □ this subpoena WAS NOT served for the following reasons: 	 by telephone communication with the first person named on the front (use only with subpoena to appear and testify). by registered or certified mail return, receipt requested and attached, on the first person named on the front. 	
Service Fee	Signature Of Authorized Server	
For The Second Person Named On Front: by delivering a copy of this Subpoena to the second person named on front this subpoena WAS NOT served for the following reasons:	 by telephone communication with the second person named on the front (use only with subpoena to appear and testify). by registered or certified mail return, receipt requested and attached, on the second person named on the front. 	
Service Fee	Signature Of Authorized Server	
For The Third Person Named On Front:		
 by delivering a copy of this Subpoena to the third person named on front this subpoena WAS NOT served for the following reasons: 	 by telephone communication with the third person named on the front (use only with subpoena to appear and testify). by registered or certified mail return, receipt requested and attached, on the third person named on the front. 	
Service Fee	Signature Of Authorized Server	
INFORMATION FOR WITNESS		

The Subpoena

The subpoena is a court order requiring you to appear in court on the day and at the time stated. You have been called (subpoenaed) to court to be a witness in a case.

Duties Of A Witness

Unless you are a custodian of medical or public records, you must attend court on the day and at the time stated in this subpoena. Unless otherwise directed by the presiding judge, you must answer all questions asked when you are on the stand giving testimony. Your answers to questions must be truthful.

If you are commanded to produce any items, you must bring them with you to court.

If you have any questions about being subpoenaed as a witness, you should contact the attorney or official who had the subpoena issued. The name of this person is on the other side of this subpoena form.

Understand The Question And Speak Out

When you are on the witness stand, listen carefully to any question, and make sure that you understand the question before you try to answer it. If necessary, ask that the question be repeated.

In answering questions, speak out clearly and loudly enough to be heard. If you are testifying before a jury, speak out so that all of the jurors can hear you.

Bribing Or Threatening A Witness

It is a violation of state law for anyone to attempt to bribe, threaten, harass, or intimidate a witness. If anyone attempts to do any of these things concerning your involvement as a witness in this case, you should promptly report that to the district attorney or the presiding judge.

Witness Fee

A witness is entitled to a small daily fee, and to travel expense reimbursement if it is necessary to travel outside the county in or to testify. (The fee for an "expert witness" will be set by the presiding judge.) After you have been discharged as a witness, if you desire to collect the statutory fee, you should immediately contact the clerk's office and certify to your attendance as a witness so so that you will be paid any amount due you.