

IN THE _____ COURT OF _____ COUNTY
STATE OF _____

_____)	
)	
)	
Petitioner/Plaintiff,)	
)	
Vs.)	NO. _____
)	
_____)	
Respondent/Defendant)	
)	

CIVIL TRIAL SUBPOENA DUCES TECUM

To any Lawful Officer or Other Persons Authorized to Serve Subpoenas:

WE COMMAND YOU TO SUMMON: _____

to be and personally appear at the trial of this civil action at the Circuit Courthouse in the City of _____, _____, on the ____ day of _____, 20____, at _____ o'clock a.m./p.m. before Honorable _____, to give evidence in the above-styled and numbered cause on the part of the Defendants, and to bring with him/her the following records:

Manual ledger or other documentation or records kept on a monthly, bi-monthly, semi-annually or annually of sales of the above agents for the years 20____ and 20____.

Herein you shall not fail under penalty in such case provided and have there and then this writ.

Witness my signature and seal of office this the ____ day of _____, 20____.

Circuit Clerk
_____ County, _____

RETURN

_____, a duly-authorized process server, do hereby certify that I have this day personally served a true and correct copy of the above and foregoing Civil Trial Subpoena Duces Tecum on _____, and have tendered a check at \$_____ per day to the witness for one (1) day's attendance plus the mileage at \$_____ which is required by law for travel to and from her home to the Courthouse, by personally delivering a copy of same to her within the geographical limits of _____ County, _____.

Date: _____