
Plaintiff

Case No: _____

vs.

Defendant

Subpoena with Precipe

Clerk: Issue this subpoena for a trial/hearing. Serve by ordinary mail personal residence service.

Signature _____

Street: _____

No Attorney Attorney for Plaintiff Attorney for Defendant

City, State Zip: _____

Print Name _____

Phone: _____ SupCt.#: _____

PERSON REQUESTING WITNESS TO APPEAR

IF YOU FAIL TO APPEAR AT THE TIME AND PLACE INDICATED YOU MAY BE CONSIDERED IN CONTEMPT OF COURT.

To: _____

You are hereby commanded to appear and give testimony as below shown.

Where: 135 North Elmwood Ave., Medina, OH 44256

When: _____ On request of Plaintiff Defendant, you must appear and remain until excused by the Court. Bring this subpoena with you. You are also required to produce, permit inspection and copying, testing or sampling, the following documents or things, if listed, in your possession, custody, or under your control:

Served by certified mail issued this date. Served by ordinary mail issued this date.

To the Sheriff / Bailiff: Serve this subpoena forthwith and make prompt return.

Seal

Mike Kovack , Clerk, by _____ Deputy Clerk, Date _____

Return of Service (for personal service only) [Criminal Rule 17]

1. I could not locate witness and return this subpoena unserved.

2. I served this subpoena on _____, 20____, by delivering copy to the witness leaving copy at residence of witness reading it to witness in person Place of business Taped to door

Service return Time Stamp

3. Fee: Service & Return

Service \$ _____ Mileage \$ _____ Total \$ _____

Bailiff/Sheriff

PLEASE CALL THE COURT THE DAY BEFORE, PRIOR TO 4:30 pm TO SEE IF YOU HAVE TO APPEAR