Subpoena
Order to Appear/Produce Documents/Give Depositions

IN THE _____ JUDICIAL CIRCUIT, _____ COUNTY, MISSOURI

Case Number: _____

Judge or Division: _____

Date File Stamp

Plaintiff/Petitioner: _____

vs.

Defendant/Respondent: _____

Person Subpoenaed: _____

Address: _____

_____

Requesting Party:

☐ Plaintiff/Petitioner Attorney ☐ Plaintiff/Petitioner

☐ Defendant/Respondent Attorney ☐ Defendant/Respondent

Address: (Of Party Checked Above) _____

_____

Telephone: _____

Plaintiff's/Petitioner's Attorney: _____

Address: _____

Telephone: _____

Defendant's/Respondent's Attorney: _____

Address: _____

Telephone: _____

For depositions attach a list of all attorneys of record and self-represented parties. Include the name, address and telephone number.

Case Number: _____

The State of Missouri to: _____ (person subpoenaed)

You are commanded:

☐ to contact _____ (name) at _____ (telephone) who will advise of time and place appearance is required.

☐ to appear at _____ on _____ (date), at _____ (time).

☐ to testify on behalf of: _____.

☐ to give depositions.

☐ to bring the following: _____ _____.

(Attach additional sheet if necessary)

_____ Date Issued

_____ Clerk

Return/Affidavit

I certify that I served this subpoena in _____ (County/City of St. Louis), Missouri, by:

☐ delivering a copy to the person subpoenaed _____ (date).

☐ reading a copy to the person subpoenaed on _____ (date).

☐ I tendered legal fees for travel expenses per section 491.130, RSMo, in the amount of $_____.

☐ Other:_____.

Fees _____

Mileage _____ (_____ miles @ $._____ per mile)

Total _____

_____
Person Serving Subpoena

Case Number: _____

Instructions

1. This subpoena will remain in effect until this trial is concluded or you are discharged by the court. You must attend trial from time to time as directed. **No additional Subpoena is required for your future appearance at any trial of this case**. If you fail to appear, you may be held in contempt of court.
2. If you have any questions regarding this subpoena, contact the person who requested it listed on the front.
3. **Bring this form with you to court**. This form must be completed, signed, and returned to the clerk as soon as you have testified or been dismissed.

Witness Claim

I have served _____ day(s) as a witness and I traveled _____ mile(s) round-trip from my home to the courthouse to attend this proceeding.

_____
Signature

_____
Current Address

_____
City, State, Zip

Subscribed and sworn to before me on _____ (date).

Total Claimed $_____

_____
Clerk