

# COURT OF COMMON PLEAS, Seneca County, Ohio

\_\_\_\_\_  
 Plaintiff,  
 vs.  
 \_\_\_\_\_  
 Defendant,

Case No. \_\_\_\_\_

SUBPOENA

Civil/Criminal  
 Duces Tecum  
 Grand Jury

STATE OF OHIO

SERVICE

Personal  
 Residential  
 Certified Mail

\_\_\_\_\_ COUNTY, SS:

To the Sheriff of \_\_\_\_\_ County, Ohio, Greetings:

You are hereby commanded to subpoena the person named below.

TO: \_\_\_\_\_  
 NAME  
 \_\_\_\_\_  
 ADDRESS

You are hereby commanded to appear before the Honorable Judge \_\_\_\_\_ of the  
 Common Pleas Court at the Court House in said \_\_\_\_\_ County, at \_\_\_\_\_  
 Ohio, on the \_\_\_\_\_ day of \_\_\_\_\_ A.D., \_\_\_\_\_ at \_\_\_\_\_ o'clock \_\_\_\_\_ M. to testify as  
 a witness in a certain case pending in said court on behalf of the \_\_\_\_\_  
 Plaintiff/Defendant

YOU ARE FURTHER ORDERED TO BRING WITH YOU:

and not depart the Court without leave. And therein to fail not, under penalty of the law, and to have then and there this writ. Present this subpoena to the Clerk of Court upon your arrival and before you leave. You may be held in contempt of Court for failure to appear.

### SHERIFF/PROCESS SERVER USE ONLY FEES

Service \$ \_\_\_\_\_ Type of Service: \_\_\_\_\_  
 Mileage \$ \_\_\_\_\_  
 TOTAL \$ \_\_\_\_\_ Date of Service \_\_\_\_\_

Sheriff of \_\_\_\_\_ County, Ohio  
 \_\_\_\_\_ Sheriff  
 \_\_\_\_\_ Deputy

\_\_\_\_\_  
 Attorney for Plaintiff/Defendant  
 WITNESS my hand and seal of said Court this  
 \_\_\_\_\_ day of \_\_\_\_\_  
 STEPHANIE C. HICKS  
 \_\_\_\_\_  
 Clerk

COURT OF COMMON PLEAS  
 SENECA COUNTY, OHIO  
 \_\_\_\_\_  
 Deputy Clerk