**In the Superior Court of Meriwether County**

**State of Georgia**

TO: (insert Witness Name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (insert Witness Address)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SUBPOENA FOR THE PRODUCTION OF EVIDENCE**

You are hereby required to be and appear at the Meriwether County Superior Court before (insert judges name), Judge of Superior Court in the Courtroom on the 2nd floor of the Meriwether County Courthouse at 100 North Court Square, Greenville, GA 30222 at (insert time) on (insert date), and to bring with you into said Court certain (insert short description of evidence example: documents) to be used as evidence by Plaintiff/Defendant in a certain case pending in said Court between (insert style of case), Case no. (insert case #).

The following are hereby subpoenaed: (enter brief description) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Herein fail not, under penalty of law.

 Witness (Insert judges name), Judge of said Court this (insert todays date).

Any Questions Contact: Kyemeshia T. Gibson,

Insert Attorney name Clerk of Superior Court

Insert Attorney address 706-672-4416

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_ Subpoena Issued by Attorney of Record for Plaintiff/Defendant

Email: \_\_\_\_\_\_\_\_\_\_\_

RETURN OF SERVICE

I served the within witness \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ with the subpoena on \_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_am/pm by: \_\_\_\_delivering to him/her in person, or by \_\_\_\_\_\_ registered or certified mail.

 Served by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Name and Title

“Pursuant to O.C.G.A. § 24-13-21(c-h), this subpoena form is being provided to the attorney of record and shall be completed prior to service upon the witness. If an individual misuses a subpoena, he or she shall be subject to punishment for contempt of court and shall be punished by a fine of not more than $300.00 or not more than 20 days imprisonment, or both. A witness may contact the Clerk of Courts office to verify this subpoena was issued for a valid case.”