

SUBPOENA DUCES TECUM
COMMONWEALTH OF VIRGINIA

Case No.

Prince William Coutny

Circuit Court

9311 Lee Avenue, Manassas, Virginia 20110

COURT ADDRESS

TO: or any other authorized officer
DESIGNATION OF OFFICER

You are commanded to summon

NAME AND ADDRESS

TO the person summoned:

☐ A. You are commanded to appear in this Court on at m.
DATE TIME
and to bring with you the items as described in the attached affidavit or order together with a copy of this
SUBPOENA DUCES TECUM.

☐ B. You are commanded to appear in the clerk's office of this Court at the address shown above on
..... at m. and to bring with you the items as described
DATE TIME
in the attached affidavit or order together with a copy of this SUBPOENA DUCES TECUM.

☐ C. You are commanded to deliver to the clerk's office of this Court on or before
..... at m. the items as described in the attached affidavit
DATE TIME
or order together with a copy of this SUBPOENA DUCES TECUM.

....., whose telephone number is
requested this SUBPOENA DECES TECUM, which is issued on behalf of:

☐ Commonwealth ☐ Defendant ☐ County ☐ City ☐ Town ☐ Juvenile

in the case of Commonwealth of Virginia v.

☐ JUDGE

☐ CLERK

DATE ISSUED

by

DEPUTY CLERK

RETURN OF SERVICE (see page two of this form)

☐ PERSONAL SERVICE

☐ Being unable to make personal service, a copy was delivered in the following manner:

☐ Delivered to family member (not temporary sojourner or guest) age 16 or older at usual place of abode of party named above after giving information of its purport. List name, age of recipient, and relation of recipient to party named above.

☐ Posed on front door or such door as appears to be the main entrance of usual place of abode, address listed above. (Other authorized recipient not found.)

☐ Not Found

....., Sheriff

Date:, by, Deputy Sheriff