

Sample Form 31

SUBPOENA REQUEST FORM

[] State of Alabama
[] Municipality of _____

v.

Defendant

Case Number
STATE OF ALABAMA
In the _____ Court
of _____ County
(The City/Town of _____)

If applicable: (In the matter of _____)

Court Date _____ Court Time _____ AM/PM Date Requested _____

TO BE COMPLETED BY REQUESTER

The Clerk/Register is requested to issue an Order to Appear (Subpoena) for each of the following witnesses for: ___ State ___ Municipality ___ Defendant ___ Grand Jury ___ Other: _____

		Date Issued	Date Executed	Remarks
1.	Name _____ Address _____ _____ Zip _____	_____	_____	_____
2.	Name _____ Address _____ _____ Zip _____	_____	_____	_____
3.	Name _____ Address _____ _____ Zip _____	_____	_____	_____
4.	Name _____ Address _____ _____ Zip _____	_____	_____	_____
5.	Name _____ Address _____ _____ Zip _____	_____	_____	_____
6.	Name _____ Address _____ _____ Zip _____	_____	_____	_____
7.	Name _____ Address _____ _____ Zip _____	_____	_____	_____
8.	Name _____ Address _____ _____ Zip _____	_____	_____	_____
9.	Name _____ Address _____ _____ Zip _____	_____	_____	_____
10.	Name _____ Address _____ _____ Zip _____	_____	_____	_____

The method of service is generally by certified mail.
If you request service by a means other than by certified
mail, check one of the following methods of services
requested:

Personal Service Other

Party Requesting Subpoena

Signature

Requester Phone No. _____

Date

Clerk/Register

Rule 17.1