

**IN THE CIRCUIT COURT OF THE SIXTEENTH JUDICIAL CIRCUIT
KANE COUNTY, ILLINOIS**

Case No. _____

Plaintiff(s)	Defendant(s)	File Stamp
SERVE:		
Name:		
Address:		
City, State & Zip:		

SUBPOENA/SUBPOENA DUCES TECUM

YOU ARE HEREBY SUMMONED AND COMMANDED TO APPEAR before a Judge of the Sixteenth Judicial Circuit Court

Kane County, at the: _____

on _____ at _____ m. in room _____ to testify in the above captioned case now pending in the said Circuit Court,
Judge _____.

SUBPOENA DUCES TECUM

If box is checked you are commanded to produce at the same time and place aforesaid, the following documents or tangible things which may constitute evidence relating to the said cause and which are listed below or on the attached list:

If the documents or tangible items are mailed to the Court so as to be received before the scheduled court date, you need not personally appear in court on that date.

YOUR FAILURE TO COMPLY WITH THIS SUBPOENA MAY SUBJECT YOU TO PUNISHMENT FOR CONTEMPT OF COURT.

Name: _____
 Attorney for: _____
 Atty Registration No.: _____
 Address: _____
 City: _____
 Phone: _____
 Attorney E-mail: _____

NOTICE TO WITNESS
 Do not call the Clerk of the Circuit Court for
 information relating to the subpoena

Witness _____ (date)

 Thomas M. Hartwell, Clerk of the Circuit Court
 (SEAL)

I served this subpoena by delivering a copy certified mail registered mail to _____
_____ on _____

and I paid the witness _____ for witness and mileage fees.

Subscribed and Sworn to before me

Signature of person making service

Notary Public/Clerk of Court

**AFTER SERVICE, THE ORIGINAL (WHITE) MUST BE FILED WITH THE CIRCUIT COURT CLERK,
ALONG WITH THE ENDORSEMENT OF SERVICE.**