

IN THE DISTRICT/SUPERIOR COURT FOR THE STATE OF ALASKA AT \_\_\_\_\_

**SUBPOENA TO APPEAR/PRODUCE**

(Not valid without signature and seal)

To: \_\_\_\_\_ Other Info: \_\_\_\_\_  
DOB: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
Home Address: \_\_\_\_\_ Work Address: \_\_\_\_\_

You are commanded to appear at the State Courthouse to testify in the case of:

Case Name: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Case No. \_\_\_\_\_ CR

Subpoena for Grand Jury. Case not yet filed with court, no case number assigned.

Court Address: \_\_\_\_\_, Alaska. Courtroom: \_\_\_\_\_

If you fail to appear and testify as ordered, a warrant may be issued for your arrest. This subpoena will remain in effect from the date you are required to appear until you are granted leave to depart by the court or by an officer acting at the direction of the court.

You are ordered to bring with you:

You are entitled to witness fees, and if you live more than 30 miles from the court, travel and living expenses. You are not, however, entitled to advance payment of these fees if this subpoena is issued at the request of the state, city, borough, Public Defender Agency, or other court-appointed counsel. Contact the attorney's office below to arrange for payment of fees. You must contact the attorney's office before you travel if you want to be paid travel expenses.

This subpoena does not require you to appear anywhere except the court at the above address. However, please call the attorney's office listed below on the afternoon of the working day before your scheduled appearance to find out whether you are still required to appear, the time to appear, and other instructions. Failure to call the attorney's office may make you ineligible for payment of witness fees and travel and living expenses.

\_\_\_\_\_ Date \_\_\_\_\_ Clerk of Court

Subpoena issued at the request of \_\_\_\_\_

Attorney for \_\_\_\_\_ (SEAL)

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

If you have any questions, please contact the attorney listed above.

**RETURN**

I served the above subpoena on \_\_\_\_\_, the person to whom it is addressed, on \_\_\_\_\_, in \_\_\_\_\_, Alaska. I left a copy of the subpoena with the person named and also tendered mileage and witness fees for one day's court attendance, except as provided in Criminal Rule 17.

\_\_\_\_\_ Signature \_\_\_\_\_ Title \_\_\_\_\_ Type or Print Name