



THE STATE OF TEXAS
WITNESS SUBPOENA/SUBPOENA DUCES TECUM

T.R.C.P. Rule 176.8(a)

Enforcement of Subpoena: Contempt Failure by any person without adequate excuse to obey subpoena served upon that person may be deemed a contempt of the court from which the subpoena is issued or a District Court in the county in which the subpoena is served, and may be punished by fine or confinement, or both.

THIS SUBPOENA NOT PREPARED BY THE OFFICE OF JOHN D. KINARD, GALVESTON COUNTY DISTRICT CLERK

Case No. \_\_\_\_\_ In the \_\_\_\_\_ Judicial District Court of Galveston County, Texas

Plaintiff/Petitioner

Vs.

Defendant/Respondent

To any Sheriff, Constable of the State of Texas, or any Authorized Person Greetings:

You are hereby commanded to summon:

Witness Name: \_\_\_\_\_, address, \_\_\_\_\_ in \_\_\_\_\_ County, Texas. To be and personally appear before the \_\_\_\_\_ Judicial court, located in the city of Galveston, Texas at 600 59th Street, on the \_\_\_\_\_ floor of the Galveston County Justice Center (Courts Building) at \_\_\_\_\_ o'clock \_\_\_ m., on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Then and there to testify as a witness for the Plaintiff/Defendant in the above styled and numbered Civil Action, now pending in said Court, and there attend the Court from day to day until lawfully discharged. The purpose of this appearance is to attend and give testimony at a deposition/hearing/trial; and produce permit inspection and copying of designated documents or tangible things in the possession, custody or control of that person as described in the attached list.

SAID ABOVE NAMED WITNESS IS FURTHER COMMANDED to produce at said time and place above set forth the following books, papers, documents, or other tangible things, to wit:

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

This subpoena was issued at the instance of:

Check One

[ ] Plaintiff(s)

[ ] Petitioner(s)

[ ] Defendant(s)

[ ] Respondent(s)

DO NOT FAIL to return this writ to said Court, with return thereon, showing the manner of execution.

ISSUED this the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_.

Issued at the request of:

Plaintiff/Defendant Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

JOHN D. KINARD, District Clerk
Galveston County, Texas

By: \_\_\_\_\_
Deputy District Clerk

(OFFICER'S RETURN ON BACK)

**WITNESS SUBPOENA/SUBPOENA DUCES TECUM RETURN**

---

This subpoena came to my hand on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_m., and executed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_m. by delivering to the within named, \_\_\_\_\_, in person at \_\_\_\_\_ in \_\_\_\_\_ County, Texas, a true copy of this Subpoena and tendering said witness the sum of \$ \_\_\_\_\_.

By: \_\_\_\_\_ Deputy  
\_\_\_\_\_ Sheriff/Constable  
\_\_\_\_\_ County, Texas

OR

By: \_\_\_\_\_  
Person who is not a party to the suit, and is not less than 18 years of age.

**ACCEPTANCE OF SERVICE OF SUBPOENA BY WITNESS PER RULE 176 T.R.C.P.**

I, the undersigned witness named in the Subpoena acknowledge receipt of a copy thereof, and hereby accept service of the attached subpoena, and will appear in said court on said date and time directed in this subpoena.

\_\_\_\_\_ Signature of Witness \_\_\_\_\_ Date

Not executed as to the witness \_\_\_\_\_  
for the following reasons: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fee for Service of Subpoena: \$ \_\_\_\_\_