



Maricopa County Justice Courts, Arizona

CASE NUMBER: _____

Plaintiff(s) Name / Address / Email / Phone

Defendant(s) Name / Address / Email / Phone

SUBPOENA

Production of Documents (Duces Tecum)
(Not allowed in Small Claims)

JCRCP Rule 137b

If you fail to produce said documents as ordered, a Civil Arrest Warrant may be issued to bring you before the Court to answer why your failure to appear should not be treated as contempt.

PRODUCTION OF DOCUMENTS (Duces Tecus)

To: _____
Custodian of Records

- ☐ **YOU ARE COMMANDED** to produce and/or permit inspection, copying, testing, or sampling of the following designated documents listed below (or attached) which may include electronically stored information or tangible things; or to permit the inspection of the premises.
- ☐ **YOU ARE ORDERED TO PROVIDE** copies of the documents listed below (or attached); to the requesting party on or before the date and time, at the address specified below or as other arrangements as agreed upon.

Place, date, and time of production or inspection:

Phone: _____

Address: _____

Date: _____ Time: _____

- ☐ **YOUR APPEARANCE IS NOT REQUIRED** if the documents ordered to be produced are delivered to the requesting party within the time allowed.

Date: _____
Justice of the Peace

IT IS ORDERED DENYING THIS SUBPOENA

Date: _____
Justice of the Peace

AFFIDAVIT OF SERVICE

Date served: _____ Who served: _____
Time served: _____ Address of service: _____

I certify and declare under penalty of perjury that I served this subpoena, that I am not a party to this matter and, that I am not less than 18 years of age.

Signature of person serving process