

**SUBPOENA**  
**CAUSE NO.** \_\_\_\_\_

**THE STATE OF TEXAS**

\_\_\_\_\_, PLAINTIFF

VS

\_\_\_\_\_, DEFENDANT

**TO THE SHERIFF, CONSTABLE, OR ANY OTHER PERSON AUTHORIZED TO SERVE AND EXECUTE SUBPOENAS AS PROVIDED IN ARTICLE 24.04 CCP - GREETING:**

**YOU ARE HEREBY COMMANDED TO SUBPOENA AND SUMMON:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

in \_\_\_\_\_ County, Texas, to be and appear before \_\_\_\_\_

on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_ o'clock \_\_\_\_M. at \_\_\_\_\_

to bring and produce for inspection and/or copying:

and there to give evidence at the instance of the \_\_\_\_\_ in that certain No. \_\_\_\_\_

pending on the docket of the County Court at Law No. \_\_\_\_\_ of Fort Bend County, Texas, styled:

\_\_\_\_\_, Plaintiff, and \_\_\_\_\_, Defendant, and there to remain from day to day and time to time until discharged according to law.

RETURNABLE: \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

WITNESS MY HAND AND SEAL, this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**Enforcement of Subpoena. Contempt.**  
**Failure by any person without adequate excuse to obey a 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.**

LAURA RICHARD, COUNTY CLERK  
FORT BEND COUNTY, TEXAS  
301 JACKSON, SUITE 101  
RICHMOND, TX 77469-3108

BY: \_\_\_\_\_  
Deputy

**OFFICER'S OR AUTHORIZED PERSON'S RETURN**

CAME to hand on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_M. and EXECUTED at \_\_\_\_\_ County, Texas, on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_M., by delivering to the within named witness \_\_\_\_\_ a true copy hereof, and tendering said witness the sum of \$\_\_\_\_\_. NOT EXECUTED, the diligence used to execute being \_\_\_\_\_; for the following reason \_\_\_\_\_, the above named may be found \_\_\_\_\_.

TO CERTIFY WHICH WITNESS MY HAND OFFICIALLY.

\_\_\_\_\_  
Authorized Person

I, \_\_\_\_\_, swear that the above is true. \_\_\_\_\_ Constable

SWORN BEFORE ME, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ County, Texas

\_\_\_\_\_  
Notary By \_\_\_\_\_ Deputy

**NOTE: POLICY OF NON-DISCRIMINATION ON THE BASIS OF DISABILITY** Fort Bend County does not discriminate on the basis of disability in the admission or access to, or treatment, or employment in, its programs or activities. Fort Bend County AD Coordinator, Rosenberg Annex, 4520 Reading Road, Suite A, Rosenberg, Texas 77471, phone (281) 341-8618 has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the American with Disability Act, and the rights provided thereunder, are available from the ADA Coordinator.