

SUBPOENA in a Juvenile Protection Case

(COMMAND TO APPEAR)

Minn. R. Juv. Pro. P. 12

State of Minnesota	District Court
County	Judicial District Case No.

In re the Matter of the Welfare of the Child(ren) of:	
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WITNESS _____ <div style="text-align: center;">Name</div> _____ <div style="text-align: center;">Address</div> _____ <div style="display: flex; justify-content: space-between;"> City State Zip </div> <p>You are hereby commanded to appear as a witness to give testimony on the date, time and place indicated below, and from time to time thereafter as may be required.</p>	<input type="checkbox"/> DEPOSITION <input type="checkbox"/> DUCES TECUM You are commanded to produce the following items, records, or documents: <input type="checkbox"/> SCHEDULE ATTACHED
Date	
Time	
Address	
Witness For	
Type Of Case	Juvenile Protection
Name and number of person requesting Subpoena	

WARNING: FAILURE TO OBEY A SUBPOENA WITHOUT BEING EXCUSED IS A CONTEMPT OF COURT.

_____ <div style="text-align: center;">Signature of Court Administrator / Attorney</div> _____ _____ _____ _____ <div style="text-align: center;">Name, Address and Phone Number (if issued by Attorney as an Officer of the Court)</div>	_____ <div style="text-align: center;">Date</div>
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Court Use Only			
Returned and Filed		By	
	Date		Court Administrator/Deputy

RETURN OF SERVICE

On _____, I served a copy of this subpoena upon the person named in the subpoena. Service was made by:

- personally handing to and leaving with him or her a true and correct copy; or
- leaving a true and correct copy at his or her usual place of residence

Address

with _____, a person of suitable age and
Name of Person
discretion.

I declare under penalty of perjury that everything I have stated in this document is true and correct. Minn. Stat. § 358.116

Date

County and state where signed:

Signature

Printed Name: _____

Title, if any: _____

Address: _____

City/State/Zip: _____

Telephone: _____

E-mail address: _____

SUBPOENA INFORMATION

PLEASE READ CAREFULLY

Service: A subpoena may be served by the sheriff, a deputy sheriff, or any other person at least 18 years of age who is not a party to the proceeding. Service of a subpoena upon a person named in the subpoena shall be made by delivering a copy of the subpoena to the named person or by leaving a copy at the person's usual place of abode with some person of suitable age and discretion residing at the abode. Upon written agreement of the witness, a subpoena may be served by U.S. mail, through the E-Filing System, by e-mail or by other electronic means. (Minn. R. Juv. Pro. P. 12.03)

Fees: If the subpoena is issued by an attorney for or at the request of the State of Minnesota, a political subdivision of the State, or an officer or agency of the State, witness fees and mileage shall be paid by public funds. If the subpoena is issued by an attorney for or at the request of a party who is unable to pay witness fees and mileage, these costs shall upon order of the court be paid in whole or in part at public expense, depending upon the ability of the party to pay. Unless otherwise ordered by the court upon motion, all other fees and mileage shall be paid by the party for whom the subpoena was issued. (Minn. R. Juv. Pro. P. 12.07, subd. 1)

Fees to be paid to witnesses shall be as follows:

- 1) For attending in any action or proceeding in any court of record or before any officer, person or board authorized to take the examination of witnesses, \$20 for each day.
- 2) For travel in going to and returning from the place of attendance, to be estimated from the witness's residence, if within the state, or from the boundary line of the state where the witness crossed the same, if from out of state, 28 cents per mile.

No person is obliged to attend as a witness in any civil case unless one day's attendance and travel fees are paid or tendered the witness in advance. (Minn. Stat. § 357.22)

Witnesses in juvenile proceedings shall receive reasonable expenses actually incurred for meals, loss of wages, and child care, not to exceed \$60 per day. (Minn. Stat. § 357.241)

In any proceeding where a parent or guardian attends the proceeding with a minor witness and the parent or guardian is not a witness, one parent or guardian shall be compensated in those cases where witness compensation is mandatory under sections 357.22 or 357.241, and may be compensated when compensation is discretionary under those sections. No more than a combined total of \$60 may be awarded to the parent or guardian and the minor witness. (Minn. Stat. § 357.242)