

**MAGISTRATE COURT OF ATHENS-CLARKE COUNTY
STATE OF GEORGIA**

Plaintiff(s)

Civil Action # MC-_____

Defendant(s)

REQUEST FOR OUT OF COUNTY SUBPOENA

I would like to request the issuance of subpoena in the above-styled case for the following witness:

Name

Address

City, State, & Zip Code

Telephone No.

A. Service Preference:

- I request the Clerk to send by Certified Mail at a cost of \$8.00 plus \$1.00 cost of Subpoena for a total of \$9.00.
- I request Sheriff's Service at a cost to me of \$10.00 (Athens-Clarke County) plus \$1.00 cost of Subpoena for a total of \$11.00.

B. Witness Fee to be paid at time of request:

- Witness will waive fees.

Costs under O.C.G.A. § 24-13-25:

\$25.00 witness fee plus 45¢/mile for _____ miles roundtrip: total \$_____

This _____ day of _____, 20____.

Signed: _____
Plaintiff / Defendant (Circle)

Address

City, State & Zip Code

Telephone No.