

SUBPOENA TO BRING RECORDS TO COURT

To: David Rivera, Keeper of the records

Of: International Bakery
123 Main Street
Quincy, MA 02122

Call to find out the name and title of the person who is in charge of the records at a business, organization, or agency.

This person may be an office manager, an employee of the records department, an administrative assistant, or the manager.

You are hereby commanded, in connection with

Marta Chan, Plaintiff v.

Jon Davis, Defendant

docket number 21 W 1234,

to bring and deliver to the Office of the Register of Probate at the Probate and Family Court of

Norfolk County located at 35 Shawmut Rd, Canton, MA 02021

on or before the 15th day of September, 2021 at 9 am.

Fill in the date and time of the court.

And further **you are required** to bring with you the following designated records, whether written or

electronically stored: any and all records related to (1) wages paid to Jon Davis from June 1, 2015 to the present

date, (2) benefits provided to Jon Davis including but not limited to, pension plans, 401ks, any and other

retirement funds, and life insurance plans from date of employment to present, (3) health insurance policies

covering the Jon Davis, Marta Chan, or dependent children held by the Plaintiff from September 2015 to present.

You are required to bring records that are

- a. are true and complete;
- b. are made in the regular course of business
- c. are kept in good faith; and
- d. were made prior to the issuance of this subpoena

Be as specific as you can when you describe the records so the person you are subpoenaing knows exactly what to bring.

Hereof fail not, as your failure to comply may deem you in contempt and may subject you to such penalties as the law provides.

Dated at Quincy the 3rd day of July, 2021.

William Brant

Notary Public Name

William Brant

Notary Public Signature

My Commission Expires:

William Brant
Notary Public
COMMONWEALTH OF MASSACHUSETTS
My Commission Expires:
May 27, 2027

You fill out this section of the form.

The Notary Public fills out this section of the form

The constable, deputy sheriff, or your friend fills out and signs the "Return of Service".

When they sign the "Return of Service" they swear that they gave the subpoena to the person they serve.

RETURN OF SERVICE

Subpoena to Bring Records to Court

I, Ana Pierre, the undersigned, complying with the laws set forth by the Commonwealth of Massachusetts and the Massachusetts Rules of Domestic Procedure, hereby certify that on this 3rd day of June, in the year 2021,

I served the attached, attested Subpoena to Bring Records to Court, upon

David Rivera by delivering it personally at

123 Main Street, Quincy, MA 02122 (address) by hand at 3:15 am / pm.

I further certify that I am not a party to the above-entitled action and that I am not less than 18 years of age.

Signed under the penalties of perjury this 3rd day of July, in the year

2021.

Ana Pierre

Signature

Ana Pierre
Print Name

The person in charge of the records at a business, organization, or agency fills out this form.
The court calls this person the "Keeper of the Records".

AFFIDAVIT OF THE KEEPER OF THE RECORDS

I, David Rivera, swear the following is true:

1. I am currently employed as a General Manager
job title
at International Bakery
name of business, organization, or agency
located in 123 Main Street, Quincy, MA 02122
city, state.
2. I am responsible for keeping the records of International Bakery
name of business, organization, or agency
3. This Affidavit is made in response to the "Subpoena to Bring Records to Court" served by
Marta Chan
name of person who sent you the subpoena.
4. Attached to this affidavit are complete and accurate copies of
(1) Accounting for wages paid to Jon Davis from June 1, 2015 to June 2020, (2) employee manual that lists the benefits available to employees of International Bakery (3) current health insurance policy covering Jon Davis
5. I certify the attached records:
 - a. are true and complete;
 - b. are kept in the regular course of business;
 - c. are kept in good faith; and
 - d. were made prior to the issuance of the subpoena.

9/14/2021
Date

Signed under the penalties of perjury,
David Rivera
Signature