

SUBPOENA TO BRING RECORDS TO COURT

To: _____, Keeper of the records

Of: _____ (name of business, organization, or agency)

You are hereby commanded, in connection with

_____, Plaintiff v.

_____, Defendant

docket number _____,

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

_____ County located at _____ on

or before the _____ day of _____, 20____ at 9 am.

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

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

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 _____ the _____ day of _____, 20_____.

Notary Public Name

Notary Public Signature

My Commission Expires:

RETURN OF SERVICE

Subpoena to Bring Records to Court

I, _____, 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 _____ day of _____, in the year _____, I served the attached, attested Subpoena to Bring Records to Court, upon

_____ by delivering it personally at
(name of subpoenaed person or agent)

(address)

by hand at _____ 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 _____ day of _____, in the year _____.

Signature

Print Name

AFFIDAVIT OF THE KEEPER OF THE RECORDS

I, _____, swear the following is true:

1. I am currently employed as a _____
job title

at _____
name of business, organization, or agency

located in _____
city, state

2. I am responsible for keeping the records of _____
name of business, organization, or government agency

3. This Affidavit is made in response to the "Subpoena to Bring Records to Court" served by

name of person who sent you the subpoena

4. Attached to this affidavit are complete and accurate copies of

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.

Signed under the penalties of perjury,

Date

Signature