

SUBPOENA

HAMILTON COUNTY JUVENILE COURT

**SUBPOENA FOR:
PERSONAL SERVICE**

**IN RE: *WITNESS NAME*
*WITNESS ADDRESS***

CASE #: _____

Magistrate: _____

You are required to attend at:

Hamilton County Juvenile Court
800 Broadway, 1st Floor
Cincinnati, Ohio 45202-0000

A face covering or mask is required at all times at this court facility

AND DO ONE OF THE FOLLOWING:

- ___ give testimony at a trial, hearing, proceeding, or deposition
- ___ produce documents or tangible things at a trial, hearing, proceeding, or deposition
- ___ produce and permit inspection and copying of any designated documents that you possess, have custody of, or control
- ___ produce and permit inspection and copying, testifying, or sampling of any tangible things that you possess, have custody of, or control

on _____ at _____.

If you have any questions, call: *Assistant Prosecuting Attorney direct dial.*

Witness my hand and seal of said Court on this date of: 1/20/2023

Assistant Prosecuting Attorney

I have served a true copy of this subpoena to the above named individual, by delivering it to him/her

Name

Date

REPORT TO CLERK'S OFFICE ISSUE DESK FOR WITNESS PAYMENT AFTER APPEARANCE

Juvenile Rule 17

(D) Protection of person subject to subpoenas.

(1) A party or an attorney responsible for the issuance and service of a subpoena shall take reasonable steps to avoid imposing undue burden or expense on a person subject to that subpoena.

(2) (a) A person commanded to produce under division (A)(1)(b)(ii), (iii), or (iv) of this rule is not required to appear in person at the place of production or inspection unless commanded to attend and give testimony at a trial, hearing, proceeding, or deposition.

(b) Subject to division (E)(2) of this rule, a person commanded to produce under division (A)(1)(b)(ii), (iii), or (iv) of this rule may serve upon the party or attorney designated in the subpoena written objections to production. The objections must be served within fourteen days after service of the subpoena or before the time specified for compliance if that time is less than fourteen days after service. If objection is made, the party serving the subpoena shall not be entitled to production except pursuant to an order of the court that issued the subpoena. If objection has been made, the party serving the subpoena, upon notice to the person commanded to produce, may move at any time for an order to compel the production. An order to compel production shall protect any person who is not a party or an officer of a party from significant expense resulting from the production commanded.

(3) On timely motion, the court from which the subpoena was issued shall quash or modify the subpoena, or order appearance or production only under specified conditions, if the subpoena does any of the following:

(a) Fails to allow reasonable time to comply;

(b) Requires disclosure of privileged or otherwise protected matter and no exception or waiver applies;

(c) Requires disclosure of a fact known or opinion held by an expert not retained or specially employed by any party in anticipation of litigation or preparation for trial if the fact or opinion does not describe specific events or occurrences in dispute and results from study by that expert that was not made at the request of any party;

(d) Subjects a person to undue burden.

(4) Before filing a motion pursuant to division (D)(3)(d) of this rule, a person resisting discovery under this rule shall attempt to resolve any claim of undue burden through discussions with the issuing attorney. A motion filed pursuant to division (D)(3)(d) of this rule shall be supported by an affidavit of the subpoenaed person or a certificate of that person's attorney of the efforts made to resolve any claim of undue burden.

(E) Duties in responding to subpoena.

(1) A person responding to a subpoena to produce documents shall, at the person's option, produce the documents as they are kept in the usual course of business or organized and labeled to correspond with the categories in the subpoena. A person producing documents pursuant to a subpoena for them shall permit their inspection and copying by all parties present at the time and place set in the subpoena for inspection and copying.

(2) When information subject to a subpoena is withheld on a claim that it is privileged or subject to protection as trial preparation materials, the claim shall be made expressly and shall be supported by a description of the nature of the documents, communications, or things not produced that is sufficient to enable the demanding party to contest the claim.