



Circuit Court for Carroll County, Maryland

Heather S. DeWees, Clerk

55 North Court Street

Westminster, Maryland 21157-5155

410-386-8710 ♦ 1-888-786-0039 ♦ FAX: 410-386-8734

www.mdcourts.gov/clerks/carroll



Request to Issue a Subpoena

_____ vs _____ Case No. _____
Plaintiff *Defendant*

The date and time of the Hearing or Deposition: _____

The location of the Hearing or Deposition: _____

The name of the person to be served: _____

The address of the person to be served: _____

Are you asking the person to appear to testify? Please check one. Yes: _____ No: _____

Are you asking the person to produce documents, items and information not privileged? If so, then please list them below:

Are you asking the person to produce, permit inspection of / or a copy of the following documents and other tangible items? If so, then please list them below:

Additional Information: _____

If you are requesting Financial Information/Records or Medical Records, please contact our Self-Help Center at 410-260-1392 for additional information on service for these subpoenas.

Your Address

Your Phone Number

Your Signature

Your Printed Full Name