



Case Name and Number:

Subpoena Subject -- Name and Address:

- Natural Person
- Corporation
- Employee Benefit Plan
- Unincorporated Business Assn.
- Potential Defendant
- Other: _____

Deliver Subpoena To:

Contact:

Telephone:

Should Subpoena Be Expedited: Yes No
If yes, Why?

Identification of Records: See Attached.

Description of Investigation:

Justification for Issuance:

- Subpoena requested by subject
- No resistance anticipated
- Enforcement may be required
- Enforcement will be required
- RFPA may be involved

Action

	Initial	Date	Hour
AD Approval			

SOL Approval			
--------------	--	--	--