

**IN THE MAGISTRATE COURT OF LIBERTY COUNTY
STATE OF GEORGIA**

Applicant

vs. Case Number: _____

Accused

REQUEST FOR OUT OF COUNTY SUBPOENA

I would like to request the issuance of a Subpoena in the above-styled case for the following witness:

WITNESS NAME: _____
(First Name) (Middle Name) (Last Name)

ADDRESS: _____
(Address) (City) (State) (Zip Code)

COUNTY: _____

MAILING ADDRESS (If different): _____

PHONE NUMBER(S): (HM) _____ |(WK) _____ |(CELL) _____

A. SERVICE PREFERENCE:

- I will be responsible for service
- I request Sheriff's Service (Sheriff's Service fee is set by the Sheriff's Office in that County)
- I request that the Clerk send the Subpoena by Certified Mail and Return Receipt Requested at a cost of \$6.46
- I request that the Certified Mail also be sent Restricted Delivery at a cost of \$8.25.

B. WITNESS FEE:

- Witness will waive fees
- Costs under OCGA § 24-13-25 is \$25.00 per day plus .45¢ per mile for _____ miles (total \$ _____) [Please provide a copy of driving directions, showing mileage, from the internet]

This _____ day of _____, 20_____.

Applicant/Accused

Address

Telephone Number(s)