

Sample subpoena for a DCF worker to bring items like calendar or appointment book.
Only a DCF Keeper of the Records can bring DCF Records like a 51A & 51B report or other official reports to the court.

SUBPOENA TO TESTIFY AND BRING WRITTEN EVIDENCE TO COURT

To: Jennifer Perez, DCF Social Worker, Witness

Of: Department of Children and Families Regional Office (name of business, organization, agency)

1234 Jump Street

Quincy, MA 02122

If you are sending subpoena to a professional, send to their place of work. Include the name of the business, organization, or agency.

You are hereby commanded, in connection with

Marta Chan, Plaintiff v.

Jon Davis, Defendant

docket number 21 W 1234,

to appear before the Norfolk Probate and Family Court located at

35 Shawmut Rd, Canton, MA 02021 on

the 15th day of September, 20 21 at 9 am.

Fill in the date and time of the court.

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

your appointment book and calendar from February 2020 – February 2021

Be as specific as you can when you describe the records so the person you are subpoenaing knows exactly what to bring.

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 Quincy the 3rd day of July, 20 21.

William Brant
Notary Public Name

William Brant
Notary Public Signature

My Commission Expires:

William Brant
Notary Public
COMMONWEALTH OF MASSACHUSETTS
My Commission Expires:
May 27, 2027

You fill out this section of the form.

The Notary Public fills out this section of the form

The constable, deputy sheriff, or your friend fills out and signs the "Return of Service".

When they sign the "Return of Service" they swear that they gave the subpoena to the person they serve.

RETURN OF SERVICE

Subpoena to Testify and Bring Written Evidence to Court

The fee is \$6/day the witness must be in court **and** their travel fees.

Witness travel expenses are calculated using mileage.

You must give 1 day's fee and travel expenses before the witness comes to court.

I, Ana Pierre, 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 3rd day of July, in the year 2021, I served the attached, attested Subpoena to Testify and Bring Written Evidence to Court and \$6 fee for attendance and travel, upon Jennifer Perez by delivering it personally at 21 Jump Street, Quincy, MA 02122 (address) by hand at 3:00 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 3rd day of July, in the year 2021.

Ana Pierre
Signature

Ana Pierre
Print Name