



PLAINTIFF/PETITIONER:  DEFENDANT/RESPONDENT:	CASE NUMBER:
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**PROOF OF SERVICE OF CIVIL SUBPOENA  
FOR PERSONAL APPEARANCE AT TRIAL OR HEARING**

1. I served this *Civil Subpoena for Personal Appearance at Trial or Hearing* by personally delivering a copy to the person served as follows:
  - a. Person served (*name*):
  - b. Address where served:
  - c. Date of delivery:
  - d. Time of delivery:
  - e. Witness fees (*check one*):
    - (1)  were offered or demanded and paid. Amount: . . . . . \$ \_\_\_\_\_
    - (2)  were not demanded or paid.
  - f. Fee for service: . . . . . \$ \_\_\_\_\_

2. I received this subpoena for service on (*date*):
3. Person serving:
  - a.  Not a registered California process server.
  - b.  California sheriff or marshal.
  - c.  Registered California process server.
  - d.  Employee or independent contractor of a registered California process server.
  - e.  Exempt from registration under Business and Professions Code section 22350(b).
  - f.  Registered professional photocopier.
  - g.  Exempt from registration under Business and Professions Code section 22451.
  - h. Name, address, telephone number, and, if applicable, county of registration and number:

**I declare** under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

▶ \_\_\_\_\_  
(SIGNATURE)

**(For California sheriff or marshal use only)**  
**I certify** that the foregoing is true and correct.

Date:

▶ \_\_\_\_\_  
(SIGNATURE)