**Hillsborough County**

**Appeal Intake Office**

**Subpoena in a Discipline Appeal Hearing**

**Employee (Appellant):** Click or tap here to enter text.

**vs.**

**Employer (Appointing Authority):** Click or tap here to enter text.

**THE STATE OF FLORIDA:**

TO: Click or tap here to enter text.

YOU ARE COMMANDED to appear at the place, date, and time specified below to testify in the above case.

|  |  |  |
| --- | --- | --- |
| Location  Click or tap here to enter text. | Date  Click or tap to enter a date. | Time  Click or tap here to enter text. |

YOU ARE COMMANDED to produce and permit inspection and copying of the following documents or items at the place, date and time specified below.

|  |  |  |
| --- | --- | --- |
| List of Documents or Items:  Click or tap here to enter text. | | |
| Place of Production  Click or tap here to enter text. | Date  Click or tap to enter a date. | Time  Click or tap here to enter text. |

If you fail to appear or fail to produce documents/items as specified above, you may be found in contempt. You are subpoenaed to appear by the:  Employee (Appellant) or  Employer (Appointing Authority) or their respective attorney, to whom you must look to for your fees. Unless excused from this subpoena by said party or the Hillsborough County Appeal Intake Office on behalf of the designated appeals referee, you shall respond to this subpoena as directed.

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| Issuing Person’s Signature and Title (indicate of attorney for employee or employer) | Date Click or tap to enter a date. |
| Issuing Person’s Name, Address, and Phone Number Click or tap here to enter text. | |

|  |  |
| --- | --- |
| Signature of Authorizing Appeals Referee | Date Click or tap to enter a date. |