



Subpoena Request Cover Sheet

Name of Respondent: _____

Case # _____

Name of Requestor _____

Phone Number of Requestor _____

Preferred Return Method:

Email Mail

Email Address _____

Mailing Address _____

EMAIL TO: dor_info_hearings@state.co.us



SUBPOENA DUCES TECUM

In the matter of the driving privilege of:

Respondent _____ Date of Birth _____

Case Number _____ Date of Offense _____

| | |
|-----------------------|----------|
| Custodian of Records: | Address: |
|-----------------------|----------|

For a hearing to be held by Zoom at a hearing before the Colorado Department of Revenue, Hearings Division:

| | |
|------------------|-------------------|
| Zoom Meeting ID: | Zoom Hearing URL: |
|------------------|-------------------|

| | |
|----------|-------|
| On Date: | Time: |
|----------|-------|

YOU MUST TAKE THE FOLLOWING ACTION:

Produce the requested documents, data, or other objects to both the requestor and the Hearings Division at dor_info_hearings@state.co.us.
The deadline is one day prior to the scheduled hearing as listed above. Requested item(s) are as follows:

Name and Signature of individual requesting the Subpoena:

**** Please sign the subpoena and complete the required statement attachment.**

| | |
|-----------------------|--------------|
| By: (Hearing Officer) | Today's Date |
|-----------------------|--------------|

AFFIDAVIT OF SERVICE

_____ the Affiant, being duly sworn, says: That he/she is over the age of eighteen years and is not a party to this action: and that Affiant has personally served this within subpoena in the City of _____, County of _____, State of Colorado by handing a copy of same to _____ (name of person), who has been identified as _____ (title of person) on _____ (date), at _____ a.m./p.m., and paid the witness fee(s) as follows:

| | |
|---|----------|
| WITNESS FEE | \$ _____ |
| (If applicable pursuant to §24-4-105(5) C.R.S.) | |
| MILEAGE FEE | \$ _____ |
| (If applicable pursuant to §13-33-103 C.R.S.) | |
| TOTAL | \$ _____ |

Subscribed and sworn to before me this _____ day of _____, 20__ in the County of _____, State of Colorado

Notary _____

My commission expires _____

Affiant