

SUBPOENA

(Submit Subpoena Day of Trial for Payment)

MIAMISBURG MUNICIPAL COURT

Case No.

THE STATE OF OHIO, MONTGOMERY COUNTY,
City of Miamisburg SS.

TO THE CHIEF OF POLICE OF SAID CITY:

You are hereby commanded to summon:

to be and appear before the Judge of said Municipal Court on _____, 20_____
at _____ a.m./p.m., to give testimony and the truth to say touching a certain complaint made
in behalf of:

(Plaintiff)

vs.

(Defendant)

Given under my hand and official seal on . 20 .

MIAMISBURG MUNICIPAL COURT
10 North First Street, Miamisburg, OH 45342
(937) 866-2203

AMANDA J. ZENNIE, CLERK

By: _____
Deputy Clerk

RETURN

Re: _____ vs. _____

Court Date: _____, 20

Received this writ on _____, 20_____, and served the witness,
_____, personally (by leaving at witnesses' residence)
on the _____ day of _____, 20_____.

[Handwritten signature]

By: _____
(Bailiff/Server)

LOCATION	MILES ROUND TRIP	AMOUNT DUE (incl. \$6.00)	LOCATION	MILES ROUND TRIP	AMOUNT DUE (incl. \$6.00)
ARCANUM	70	\$41.35	LEBANON	40	\$26.20
AKRON	474	245.37	MIAMI TWNSP	9	10.55
BEAVERCREEK	38	25.19	MIAMISBURG	0	6.00
BELLBROOK	28	20.14	MIDDLETOWN	28	20.14
BROOKVILLE	42	27.21	MORaine	13	12.57
CAMDEN	44	28.22	MONROE	31	21.66
CENTERVILLE	16	14.08	NEW LEBANON	26	19.13
CINCINNATI	100	56.50	OHIO ST. PTRL	20	16.10
DYTN AIRPORT	44	28.22	PIQUA	82	47.41
DYTN DWNTN	24	18.12	SIDNEY	104	58.52
EATON	48	30.24	SPRINGFIELD	80	46.40
ENGLEWOOD	36	24.18	TIPP CITY	52	32.26
FAIRBORN	52	32.26	TROTWOOD	24	18.12
FARMERSVILLE	20	16.10	TROY	66	39.33
FRANKLIN	16	14.08	UNION	40	26.20
GERMANTOWN	14	13.07	VANDALIA	40	26.20
GRATIS	30	21.15	WAYNESVILLE	32	22.16
HAMILTON	60	36.30	WEST ALEXANDRIA	37	24.69
HUBER HEIGHTS	46	29.23	WEST CARROLLTON	6	9.03
JAMESTOWN	75	43.88	WEST MILTON	48	30.24
KETTERING	20	16.10	XENIA	52	32.26

BASED ON \$6.00 PER HALF DAY AND \$.505 PER MILE

INSTRUCTIONS FOR ISSUING A SUBPOENA

When a request for a subpoena is filed with the clerk's office, the following items must be included:

- A check made payable to Miamisburg Municipal Court for \$10.00 per subpoena requested.
- A check made payable to the witness ordered into court for \$0.505 per mile plus \$6.00 for each half day.
- You will find a blank subpoena listed under the "Prescribed Forms" tab on the website. A completed subpoena must be submitted with the payment.
- Please be sure to submit your request in a timely manner to provide ample time for service prior to the scheduled court date.