Bandera County District Clerk
Questions: 830-796-4606

e-Filing Request for Issuance for a
CIVIL SUBPOENA

Please use other request forms for all other types of issuances

- This document MUST be filed as a separate LEAD document when e-filing, unless multiple subpoenas are requested, then they may be filed as one LEAD document.
- Choose the Filing code:
  - (New Suits select: "**Application**" and on Subsequent filings select "**Request**")
- Select the type of issuance using the "Optional Services" section on the e-filing screen

Cause No. _____

Style of Case: _____

_____

_____

Name of Witness to appear and complete address for service: _____

_____

_____

Date to Appear: _____ Time to Appear: _____

_____

Location of Appearance: _____

To Testify on behalf of: (Name) _____

Witness is to bring and produce the following: _____

_____
_____
_____
_____

Requested by: _____ Phone No.: _____

Complete address: _____

********* Check one of the options below for your preferred service method ********

_____	Bandera County Constable or Sheriff service ($80.00) *(Please be sure and add the $80.00 service fee using the "Optional Services" feature when e-filing. Failure to choose the service fee will result in a delay of service.)*
_____	To be held at clerk's office for pick-up
_____	Place in attorney's/servers box #_____
_____	Mail. Please issue and hold my documents. I will send a self-addressed stamped envelope with sufficient postage to: Bandera County District Clerk; PO Box 2688, Bandera, TX 78003