

**Criminal Practice Rules 1999 (rule 29)**

**Form 22, Version 2 — Subpoena to produce a document to the proper officer of the court**

In the *[state the court]* at *[state the place]*

The Queen against *[name of accused]*

To *[name of witness]* of *[address of witness]*:

By order of *[state the court or judge]* on *[date of order]*, you are required to produce to the proper officer of the court at *[place]* on *[date]* at *[time]* the following documents—

*[describe the document to be produced]*

**Important notice to person subpoenaed**

Failure to comply with this subpoena without lawful excuse is contempt of court and may result in your arrest.

*[Signed and sealed]* Registrar (or for the Registrar)

Date:

Place:

***[Notes***

- 1. This subpoena may only be issued after an order from the court (rule 29(5)).*
- 2. In the case of an appeal – a subpoena may only be issued with leave of the court hearing the appeal (rule 29(2A)).*
- 3. A copy of form 24 (Notice to be served with form 22 subpoena) must be served with this subpoena.]*

*[At the lower left corner of the first page:]*

**Subpoena to produce a document to the proper officer of the court**

Filed on behalf of: *[state name of party]*

Address for service:

Telephone:

Fax / Email:

**Form 22, Version 2, approved 10 September 2018**

**(Criminal Practice Rules r29)**