

Colorado Mediators & Arbitrators

PO Box 2618, Littleton CO 80161
Phone 303-864-9674, Fax 303-672-9676

Before: _____
Arbitrator(s)

Claimant(s):

v.

Respondent(s): _____ CoMA Case #

SUBPOENA TO PRODUCE

TO: _____

You are ordered to produce the following items for an arbitration hearing held under the auspices of Colorado Mediators & Arbitrators pursuant to the Colorado Uniform Arbitration Act, §13-22-217, C.R.S. You are to deliver the items to the following location _____ (Address) on (date) _____ at (time) _____ as an exhibit for the Claimant(s) Respondent(s) in this arbitration.

At that time and place, you also shall produce the following items now in your custody or control:

Dated: _____
Arbitrator

AFFIDAVIT OF SERVICE

I declare under oath that, I am over the age of 18 years and not a party to this case and that, I served this Subpoena to Appear Produce to the Witness in _____ (County) _____ (State) on _____ (date) at the following location: _____

Check one:

- By handing it to a person identified to me as the Witness or by leaving it with the Witness who refused service.
- By leaving it with one of the following:
 - the person's usual place of abode or business;
 - with any person over the age of 18 years who is a member of the person's family;
 - with the person's secretary, bookkeeper, or chief clerk; or
 - by delivering a copy to an agent authorized by appointment or by law to receiver service papers.
- I attempted to serve the Witness on _____ occasions but have not been able to locate the Witness.
- Private process server
- Sheriff, _____ County
Fee \$ _____ Mileage \$ _____

Signature of Process Server

Name (Print or type)

My commission expires: _____

Notary Public Date