Civilian Board of Contract Appeals

SUBPOENA

OMB Number: 3090-0221
Expiration Date: 6/30/2015

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Civilian Board of Contract Appeals (G), GSA, Washington, DC 20405; and to the Office of Management and Budget, Paperwork Reduction Project (3090-0221), Washington, DC 20503.

_____ . CBCA _____

_____ .

_____ .

Contract/Solicitation No. .

_____ .

TO: _____

_____

_____

YOU ARE HEREBY COMMANDED to appear at _____ _____
(Room Number) *(Building)*

_____
(Street Number) *(City)* *(State)*

at _____ o'clock am/pm (circle one) on the _____ day of _____ , _____ ,
(Year)

to testify at a (deposition/hearing) in this case; and to bring with you* _____

_____

_____

_____

and to stay there until given permission to leave. This subpoena is issued at the request of *(circle one)* (Appellant/Petitioner/Applicant/Respondent).

Your appearance as ordered by this subpoena will entitle you to receive the fees and mileage provided by 28 U.S.C. § 1821 or other applicable law.

* Strike the words "and to bring with you" unless the subpoena is to require the production of documents or tangible things, in which case the documents and things should be designated in the blank space provided for that purpose. If testimony by an organization representative or designee is requested, describe with reasonable particularity the matters on which examination is requested.

Upon written request to this Board by you or by a party to this case, which request should be made within 10 days after service but in any event no later than the time specified in the subpoena for attendance, the Board may (i) quash or modify the subpoena if it is unreasonable and oppressive or for other good cause shown, or (ii) require the party in whose behalf the subpoena was issued to advance the reasonable cost of producing subpoenaed books, papers, documents, or tangible things.

_____ *(Board Judge)*	_____ *(Date)*
_____ *(Representative for Appellant/Petitioner/Applicant)*	_____ *(Representative for Respondent)*
_____ *(Date Signed)*	_____ *(Date Signed)*
_____ *(Name of Firm)*	_____ *(Agency)*
_____ *(Street Address)*	_____ *(Street Address)*
_____ *(City, State, Zip Code)*	_____ *(City, State, Zip Code)*
_____ *(Telephone Number)*	_____ *(Telephone Number)*

RETURN ON SERVICE

Summoned the above named witness by delivering a copy to him/her *(circle one)* and tendering to him/her *(circle one)* the fees for one day's attendance and mileage allowed by law, on the _____ day of

_____ , _____ *(Year)* , at _____ *(Address)* .

_____ *(Deliverer)* _____ *(Date Signed)*

Subscribed and sworn to before me, a _____ this

_____ day of _____ , _____ *(Year)* .

_____ *(Notary Public)*

NOTE: Affidavit not required if service is made by U.S. Marshal or Deputy. Service may also be made by any other person who is not a party and is not less than 18 years of age. Service shall be made by personally delivering a copy to the person named and tendering the fees for one day's attendance and the mileage allowed by law; however, where the subpoena is issued on behalf of the Government, money payments need not be tendered in advance of attendance.