

**IN THE CIRCUIT COURT OF THE TWELFTH JUDICIAL CIRCUIT  
WILL COUNTY, ILLINOIS**

\_\_\_\_\_  
**Plaintiff**

vs

CASE NO: \_\_\_\_\_

\_\_\_\_\_  
**Defendant**

**SUBPOENA FOR PRODUCTION OF SPECIFIED DOCUMENTS,  
OBJECTS OR TANGIBLE THINGS  
(NOT FOR TRIAL)**

**TO:** \_\_\_\_\_

You are directed to produce the following documents, objects or tangible things: \_\_\_\_\_

\_\_\_\_\_

on the following time and date: \_\_\_\_\_

**YOUR FAILURE TO RESPOND TO THIS SUBPOENA OR TO COMPLY WITH COURT  
RULES MAY SUBJECT YOU TO PUNISHMENT FOR CONTEMPT OF COURT.**

**YOU MAY COMPLY WITH THIS SUBPOENA BY MAILING LEGIBLE AND COMPLETE  
COPIES OF ALL SPECIFIED DOCUMENTS, OBJECTS OR TANGIBLE THINGS REQUESTED IN  
THIS SUBPOENA TO THE PARTY OR LAW FIRM WHOSE ADDRESS APPEARS BELOW.  
COMPLIANCE BY MAIL REQUIRES A CERTIFICATION THAT THE DOCUMENTS, OBJECTS OR  
TANGIBLE THINGS MAILED ARE COMPLETE AND ACCURATE AND CONSTITUTE GOOD FAITH  
COMPLIANCE WITH THE MATERIALS REQUESTED BY SAID SUBPOENA. DO NOT FORWARD  
MATERIALS BEFORE DATE STATED ON SUBPOENA. DO NOT SEND RECORDS TO COURT OR  
CLERK.**

Items to be delivered to the following party or law firm at the following address: \_\_\_\_\_

(Seal of Court)

WITNESS \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
(Clerk of the Circuit Court)

Attorney or Party, if not represented by Attorney

Name \_\_\_\_\_

ARDC # \_\_\_\_\_

Firm Name \_\_\_\_\_

Attorney for \_\_\_\_\_

Address \_\_\_\_\_

City & Zip \_\_\_\_\_

Telephone \_\_\_\_\_

**ANDREA LYNN CHASTEEN, CLERK OF THE CIRCUIT COURT OF WILL COUNTY**