

STATE OF LOUISIANA  
ONE HUNDREDTH JUDICIAL DISTRICT COURT FOR THE PARISH OF BLACKACRE

NO. 123-456

DIVISION "A"

JANE DOE,  
Petitioner,  
-versus-  
JOHN DOE,  
Defendant.

**SUBPOENA DUCES TECUM**

TO: ABC DEPARTMENT STORES, 123 FRONT STREET, SPRINGFIELD, LA 12345  
GREETING:

You are hereby commanded in the name of the State of Louisiana and of the 24th Judicial District Court for the Parish of Jefferson, to produce in open Court on the \_\_\_\_\_ day of \_\_\_\_\_, at \_\_\_\_\_ o'clock a.m., or any other day to which this case shall be continued, the following to-wit:

IN OPEN COURT – Division “\_\_\_” 100<sup>th</sup> Judicial District Court, Blackacre Courthouse

DEPOSITION – To produce in the office of John Doe, Sr., 123 Maple Leaf Drive, Black Acre, Louisiana 70000

1. Copies of any and all pay checks, commission checks, expense checks, bonus checks, checks made payable to cash and/or other checks, including check stubs issued to JANE DOE, from January 1, 2002 through the present date;
2. Records reflecting all income information on JANE DOE, for 2000, 2001, 2002 and 2003 to date, including but not limited to her gross income, bonuses, cash bonuses, wages, salaries, commission, stock option, payroll deductions, cash payments, etc.;
3. A statement reflecting the exact amount that JANE DOE, pays to maintain her minor child on health insurance and the amount she pays for herself. If she does not presently maintain her minor child on health insurance, then please provide a statement reflecting the amount she would pay if her child were covered;
4. A statement reflecting the names of all persons JANE DOE, carries on her health insurance;
5. Any and all expense statements of JANE DOE, and all expense checks paid to JANE DOE, for any reason in the past 3 years;
6. Copies of all W-2 forms issued to JANE DOE, for 2000 through 2004;
7. A list of all benefits or perks received by JANE DOE, and/or her family as a result of her employment, including the cost of said benefit to the company and the cost to JANE DOE, if any;
8. If the above list is not available, then please provide **all** documents pertaining to **any and all** benefits provided to JANE DOE, and/or her family, including documentation reflecting the cost of said benefits to the company and the cost of said benefit to JANE DOE, if any.

{NOTE: This Subpoena Duces Tecum may be satisfied by calling the undersigned for pick-up or by mailing or delivering the material subpoenaed to the undersigned at John Doe, Sr., 123 Maple Leaf Drive, Black Acre, Louisiana 70000; otherwise appear and produce as directed.}

Pursuant to the provisions of Article 1354 et seq of the Louisiana Code of Civil Procedure and/or Revised Statutes R.S. 44:1 et seq (The Louisiana Public Records Act) this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

Issued at the request of  
ATTORNEY \_\_\_\_\_

Attorney's Signature

ATTORNEY'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

File original and two copies with Clerk, fourth copy for Attorney's File.