

**STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
DIVISION OF FLORIDA CONDOMINIUMS, TIMESHARES AND MOBILE HOMES**

**IN RE: PETITION FOR ARBITRATION**

\_\_\_\_\_

**Petitioner,**

**v.**

**Case No.** \_\_\_\_\_

\_\_\_\_\_

**Respondent(s).**

\_\_\_\_\_ /

**SUBPOENA AD TESTIFICANDUM**

To: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**YOU ARE HEREBY COMMANDED** to appear at \_\_\_\_\_  
\_\_\_\_\_ to testify at a deposition/final  
hearing (strike one) at \_\_\_\_\_ o'clock \_\_\_\_m. on the \_\_\_\_\_ day of  
\_\_\_\_\_ 20\_\_.

**YOU SHALL RESPOND** to this subpoena as directed unless excused by the party who requested issuance of the subpoena or by order of the arbitrator.

If you need a special accommodation in order to attend because of a disability, please contact the Arbitration Section Clerk at (850) 414-6867 at least five (5) days prior to the meeting

**ORDERED** this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, at Tallahassee, Leon County,

Florida.

THIS SUBPOENA HAS BEEN ISSUED UPON THE REQUEST OF:

Name:

Address:

Phone:

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Presiding Arbitrator  
Department of Business and  
Professional Regulation  
Arbitration Section  
1940 North Monroe Street  
Tallahassee, Florida 32399-1029

AUTHORITY:

Florida Statutes, 718.1255(4)

(b) At the request of any party to the arbitration, such arbitrator shall issue subpoenas for the attendance of witnesses and the production of books, records, documents, and other evidence and any party on whose behalf a subpoena is issued may apply to the court for orders compelling such attendance and production. Subpoenas shall be served and shall be enforceable in the manner provided by law.

Florida Administrative Code Rule 61B-45.025

61B-45.025 Subpoenas and Witnesses; Fees.

**61B-45.025 Subpoenas and Witnesses; Fees.**

(1) A subpoena requiring the attendance of witnesses or the production of documents, whether for purposes of discovery or for purposes of a final hearing, may be served by any person authorized by law to serve process or by any person who is not a party and who is of majority age, as provided in rule 1.410., Florida Rules of Civil Procedure, (1996), or as that rule may subsequently be renumbered. Proof of such service shall be made by affidavit of the person making service if not served by an officer authorized by law to do so.

(2) All witnesses, other than public employees subpoenaed to appear in their official capacity, appearing pursuant to a subpoena shall be paid such fees and mileage for their attendance as set forth in section 92.142, Florida Statutes, (1996), or as that statute may subsequently be renumbered. In the case of a public employee, such expenses shall be processed and paid in the manner provided for agency employee travel expense reimbursement; and, in the case of a witness who is not a public employee, payment of such fees and expenses shall accompany the subpoena.

Specific Authority 718.1255, 719.1255 FS.  
Law Implemented 718.1255, 719.1255 FS.  
History--New 4-1-92, Amended 2-2-93, Formerly 7D-45.025, Amended 6-19-96.

Received this subpoena on

\_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_, \_\_\_\_\_ o'clock \_\_\_\_\_.M., and  
served the same on  
\_\_\_\_\_ at  
\_\_\_\_\_ o'clock \_\_\_\_\_.M., by  
delivering a true copy thereof (together with the fee for

one day's attendance and the mileage allowed by law\*)

to:

\_\_\_\_\_.

RETURN IF SERVED BY SHERIFF:

Dated

\_\_\_\_\_,

20\_\_\_\_,

\_\_\_\_\_,

Sheriff \_\_\_\_\_ of

\_\_\_\_\_

County, Florida.

By: \_\_\_\_\_

(Deputy Sheriff)

RETURN IF SERVED BY OTHER QUALIFIED PERSON:

Dated \_\_\_\_\_,

20\_\_\_\_.

By: \_\_\_\_\_

Subscribed and sworn to before me, a

\_\_\_\_\_

\_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By: \_\_\_\_\_

NOTE: Affidavit required only if service is made by a person other than a Sheriff, a Deputy Sheriff, or persons authorized to serve process pursuant to Chapter 48, Florida Statutes.

\* Fees and mileage need not be tendered to public employees.