

\_\_\_\_\_  
My Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

I am the  Plaintiff/Petitioner  
 Defendant/Respondent  
 Attorney for the  Plaintiff/Petitioner  Defendant/Respondent and my  
\_\_\_\_\_ (state) Bar number is \_\_\_\_\_

In the District Court of Utah

\_\_\_\_\_ Judicial District \_\_\_\_\_ County

Court Address \_\_\_\_\_

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

**Notice of Deposition and Request  
for Subpoena in Case Pending Out  
of State**

\_\_\_\_\_  
Case Number

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner

**Instructions:** You must attach the following records and forms if they are not already on file with the court.

- Proposed Utah Subpoena and all required supporting records and forms
- Commission to examine witnesses, letters rogatory, or other proof of authority to conduct depositions (if issued by the state in which the action is pending)

(1) The above entitled case is pending in the \_\_\_\_\_ court  
in the state of \_\_\_\_\_, county of \_\_\_\_\_, case  
number \_\_\_\_\_.

(2) I am authorized under the laws of that state to conduct depositions in this case.

(3) I have completed and I request that the clerk issue a subpoena for the following people to appear for deposition as indicated.

Name of Deponent	Address of Deponent (For service)	Date of Deposition	Time of Deposition	Location of Deposition (Full address including any suite number)

(4) I request that the clerk send the subpoena(s) to the following for service on the deponent(s):

- Return to me at the address above.
- Deliver to the sheriff or constable of the county.
- Deliver to: \_\_\_\_\_ (name)  
\_\_\_\_\_ (address)  
\_\_\_\_\_ (city, state, zip)

I declare under criminal penalty of Utah Code Section 78B-5-705 that this Notice of Deposition and Request for Subpoena in Case Pending Out of State is true and correct.

Date \_\_\_\_\_ Sign here ► \_\_\_\_\_  
Typed or printed name \_\_\_\_\_

### Certificate of Service

I certify that I served a copy of this document on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
(Other Party or Attorney)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Fax (Person agreed to service by fax.) <input type="checkbox"/> Email (Person agreed to service by email.) <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
(Clerk of Court)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Electronic File		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Fax (Person agreed to service by fax.) <input type="checkbox"/> Email (Person agreed to service by email.) <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Fax (Person agreed to service by fax.) <input type="checkbox"/> Email (Person agreed to service by email.) <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

Date \_\_\_\_\_

Sign here ► \_\_\_\_\_

Typed or printed name \_\_\_\_\_