

**VIRGINIA:**

**FAIRFAX CIRCUIT COURT  
WITNESS SUBPOENA / DEPOSITION REQUEST**

Plaintiff \_\_\_\_\_  
Name

v Case

No. CL \_\_\_\_\_ - \_\_\_\_\_

Defendant \_\_\_\_\_  
Name

Check one or more:

- Request for Witness to Testify in Court
- Request for Deposition only (other location)

The Clerk of said Court will please summon the following witness(es) to appear at :

- Fairfax Circuit Court, 4110 Chain Bridge Rd., Fairfax, Va. 22030

on \_\_\_\_\_ at \_\_\_\_\_  
Date Time

Witness Name/Company

Address of Witness

Clerk of said Court will please summon the following witness(es) to appear for deposition at:

- Other location

\_\_\_\_\_  
Name of Office and Address

on \_\_\_\_\_ at \_\_\_\_\_  
Date Time

Witness Name/Company

Address of Witness

Request on behalf of:  Plaintiff  Defendant  Other

Service by:  Sheriff  Private Process Server  Other (Indicate)

\_\_\_\_\_  
Print Attorney or Pro Se Name

Address: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_