6-10/100.10 Who May Issue Subpoenas

A subpoena in a civil case may be issued by the clerk of court, judge or attorney of record. (CCP 1986) (CCP 1985) The clerk or judge shall issue a blank signed and sealed subpoena which shall be filled out by the subpoenaing party. An attorney of record may issue and sign a subpoena without the court seal. (CCP 1985)

The following may also issue subpoenas:

Coroner (GC 27498)

County Retirement Board (GC 31535)

Industrial Accident Commission (LAB 130, 131, 132, 134)

Labor Commissioner (LAB 92, 93)

New Motor Vehicle Board (VEH 3050.1, 3050.3)

Political Subdivisions of the State during a state of war emergency, a state of emergency or a local emergency for the purpose of ascertaining the damage to its personnel and property (GC 8643)

Board of Supervisors of a county (GC 25170-25172)

Department of Fair Employment and Housing (GC 12930)

Water Resources Control Board (WAT 1080)

An original subpoena and a copy for each witness, or a ticket containing its substance is required. If the subpoena is issued through the court, the subpoena may be electronic and has the same legal force and effect, as paper documents signed, subscribed, or verified by a trial court or a judicial officer of the court. (GC 68150)