

REQUEST FOR SUBPOENA OF WITNESS

To subpoena a witness in a PAAB appeal under PAAB administrative rules, complete the form below, sign, and file it with PAAB. In absence of good cause for permitting later action, a request for subpoena must be received at least 14 days before the scheduled hearing. Upon receipt of the request, the PAAB Secretary will issue the subpoena in accordance with the law.

PAAB Docket No. _____

Parcel No. _____

Appellant,

vs.

Appellee.

Party Information

Name of Party Requesting Subpoena: _____

Address: _____

City _____ State _____ Zip _____

Witness Information

Name of Witness Subpoenaed: _____

Address: _____

City _____ State _____ Zip _____

Hearing

Hearing Date and Time: _____

Witness Testimony Date and Time: _____

Costs and Expenses

The requesting party shall be responsible for the cost of service and expenses of time and travel incurred by the subpoenaed party in honoring this subpoena.

Please Select One:

Subpoena will be picked up

Subpoena should be mailed to requesting party

Subpoena should be eFiled to requesting party

I request a subpoena for witness testimony above referenced PAAB appeal pursuant to PAAB Iowa Administrative Code rules.

Signature: _____

Date: _____

Phone Number: _____

Email: _____

Property Assessment Appeal Board
PO Box 10486 – Des Moines, IA 50306
(515) 725-0338
paab@iowa.gov