

**CITY OF MARLIN  
MUNICIPAL COURT**

**STANDING ORDER FOR PROCEDURES FOR ISSUANCE OF SUBPOENA**

The Court hereby orders the following procedures for the issuance of subpoenas in accordance with Chapter 24 of the Texas Code of Criminal Procedure.

1. Both the State and Defendant shall be entitled to the issuance of a subpoena commanding the appearance of a witness or witnesses as necessary.
2. The requesting party shall file with the Court an application for subpoena in compliance with Art. 24.03 of the Code of Criminal Procedure. Either party may use the application form provided by the Court Clerk.
3. Upon receiving the application, the Clerk shall issue the subpoena(s) and notify the requesting party that the subpoena(s) is available for pick up.
4. The requesting party is responsible for retrieving the subpoena(s) and having them served.

Signed on March 16, 2012.

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JUDGE PRESIDING