

IN THE UNITED STATES DISTRICT COURT  
FOR THE MIDDLE DISTRICT OF NORTH CAROLINA



ISSUANCE OF SUBPOENAS  
TO *PRO SE* LITIGANTS

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STANDING ORDER 10

For good cause, this Court adopts this Order for managing requests for civil case subpoenas from *pro se* litigants.

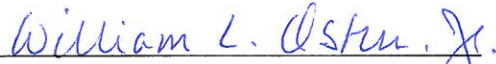
If a *pro se* litigant seeks the issuance of a subpoena outside the court-ordered discovery deadlines, the *pro se* litigant shall file a motion requesting issuance of the subpoena and include an explanation of the need for the subpoena.

If a *pro se* litigant has been granted *In Forma Pauperis* status and is requesting a Subpoena to Appear and Testify at a Deposition (AO-88A) or a Subpoena to Appear and Testify at a Hearing or Trial (AO-88), the *pro se* litigant shall file a motion requesting issuance of the subpoena and demonstrate that the litigant is financially able to tender the required witness fees and mileage allowed by law.

In all other instances, a *pro se* litigant may request the issuance of a subpoena in person at the Clerk's Office at 324 W. Market St, Fourth Floor, Greensboro, NC 27401 or by mail. A request by mail must include 1) a cover letter containing the request for a subpoena, including the case name and case number, 2) a subpoena form (AO-88, AO-88A or AO-88B), and 3) a self-addressed stamped envelope.

This Order shall be effective immediately.

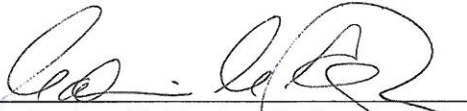
This the 29<sup>th</sup> day of September, 2017.



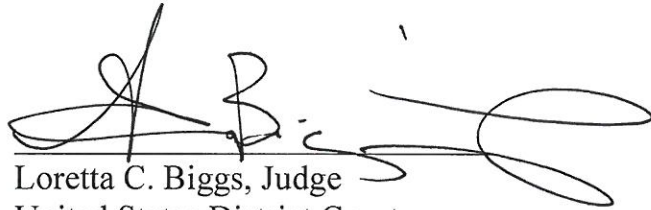
William L. Osteen, Jr., Chief Judge  
United States District Court



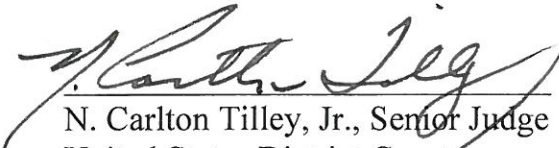
Thomas D. Schroeder, Judge  
United States District Court



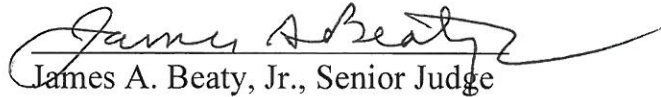
Catherine C. Eagles, Judge  
United States District Court



Loretta C. Biggs, Judge  
United States District Court



N. Carlton Tilley, Jr., Senior Judge  
United States District Court



James A. Beaty, Jr., Senior Judge  
United States District Court