

# Time Extension for Compliance with Subpoena

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Pursuant to Evidence Code Section 1560 *et seq.*

TO: The Custodian of Medical Records

\_\_\_\_\_  
(name of hospital)

I am the subpoenaing party in the case of (plaintiff) \_\_\_\_\_  
v. (defendant) \_\_\_\_\_, (case number) \_\_\_\_\_  
\_\_\_\_\_, and I have caused a subpoena duces tecum  
to be served on the custodian of records for (name of hospital) \_\_\_\_\_  
\_\_\_\_\_ for the production of records.

The subpoena duces tecum does not state that you are required to appear in person to produce the records described in the accompanying affidavit in compliance with Evidence Code Sections 1560 and 1561. For the purposes of complying with Evidence Code Sections 1560 and 1561, I have agreed to extend the 15-day period for the production of records until (date) \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_\_.

Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM / PM

Signature: \_\_\_\_\_  
(subpoenaing party)

Print name: \_\_\_\_\_  
(subpoenaing party)

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Confirmation of telephone conversation: On (date) \_\_\_\_\_, I spoke  
with (name of subpoenaing party) \_\_\_\_\_, who  
agreed to the above.

Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM / PM

Signature: \_\_\_\_\_  
(medical records custodian)

Print name: \_\_\_\_\_  
(medical records custodian)