Hearing File No: [insert file no.]

Citation issued: [insert date]

**LAW SOCIETY OF BRITISH COLUMBIA TRIBUNAL**

**HEARING DIVISION**

*[Insert appropriate style of cause – e.g. for disciplinary proceedings use:]*

BETWEEN:

THE LAW SOCIETY OF BRITISH COLUMBIA

AND:

*[INSERT NAME OF RESPONDENT]*

RESPONDENT

**SUMMONS TO A WITNESS**

TO: *[name of witness]*
*[address]*

**TAKE NOTICE** that you are required to attend to testify as a witness at the time, date, and place set out below and to remain until your attendance is no longer required.

 Time: 9:30 am

 Date: *[insert hearing date]*

 Place: Law Society of British Columbia Tribunal

 9th Floor, 845 Cambie Street
 Vancouver BC, V6B 4Z9

**YOU ARE REQUIRED TO BRING WITH YOU** and produce at the hearing the following documents and things: *[Set out the nature and date of each document and give particulars sufficient to identify each document and thing.]*

**IF YOU FAIL TO ATTEND OR TO REMAIN IN ATTENDANCE AS THIS SUMMONS REQUIRES,** the Supreme Court of British Columbia may, on application to the court by the Law Society of British Columbia (LSBC) Tribunal, find you liable to be committed for contempt as if in breach of an order of the court.

Dated at Vancouver, British Columbia, on *[insert date].*

 Party/Counsel

Dated at Vancouver, British Columbia, on *[insert date].*

 Hearing Administrator

 Tribunal Office