

SUBPOENA DUCES TECUM (CIVIL) –
ATTORNEY ISSUED VA. CODE §§ 8.01-413, 16.1-89, 16.1-265;
Commonwealth of Virginia Supreme Court Rules 1:4, 4:9

Case No.: GV12-1471

HEARING DATE AND TIME

Frederick County General District Court

5 North Kent Street, Winchester, Virginia 22601
ADDRESS OF COURT

Stacey Hoffman v. Extreme Tan VA, LLC

TO THE PERSON AUTHORIZED BY LAW TO SERVE THIS PROCESS:

You are commanded to summon

Stacey Hoffman

Serve: Bruce W. McLaughlin, Esq.
One East Market Street Suite 302
Leesburg, Virginia 20176

TO the person summoned: You are commanded to make available the documents and tangible things designated and described below:

- Your appointment calendars for May, June, July, and August 2012
- Any invoices or other requests for payment provided to any patient or other client for services you provided to that patient during May, June, July, or August 2012
- Any receipt for payment provided to any patient or other client for services you provided during May, June, July, or August 2012
- Any correspondence to any person pertaining to appointments scheduled for the week of June 17-June 24, 2012, including but not limited to any correspondence advising that an appointment was canceled or rescheduled
- Any partnership agreement and/or operating agreement and/or agreement for sharing business expenses for Hoffman & Lebeda Child & Family Services that was in effect at any time between June 17 and June 24, 2012
- Your federal income tax return for 2011
- Any Form 1040-ES or similar filing you have made in 2012 to the Internal Revenue Service for payment of estimated taxes
- Any worksheet or other document that shows the calculations you used to determine your estimated taxes paid to the Internal Revenue Service during 2012

to **Kalbaugh, Pfund & Messersmith, PC** at **4031 University Drive, Suite 300, Fairfax, VA 22030** on/or before **5:00 pm on November 14, 2012** to permit such party or someone acting in his or her behalf to inspect and copy, test or sample such tangible things in your possession, custody or control.

This Subpoena Duces Tecum is issued by the attorney for and on behalf of Defendant, Extreme Tan VA, LLC.

2012 OCT 26 AM 11:35

FREDERICK-WINCHESTER
GENERAL DISTRICT COURT

COPY

Brandon S. Okes
NAME OF ATTORNEY

73282
VIRGINIA STATE BAR NUMBER

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Fairfax, VA 22030
OFFICE ADDRESS

703-691-3332
FACSIMILE NUMBER OF ATTORNEY

10/25/12
DATE ISSUED


SIGNATURE OF ATTORNEY

Notice to Recipient: See next page for further information.

RETURN OF SERVICE (see next page of this form)

