

# WITNESS SUPPORT

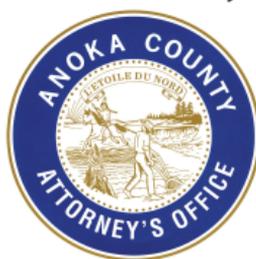
As a witness, your responsibility is to appear in court as directed and state the facts truthfully and as accurately as you remember them. Your role is essential to our system of justice.

All subpoenaed witnesses have information about the crime. Even small pieces of information can be critical in determining what actually happened and, ultimately, the outcome of the case.

You may feel frustrated and stressed as a witness. The following information should help alleviate some common concerns and misconceptions. Thank you for upholding your responsibility.

Sincerely,

*Tony Palumbo*  
Anoka County Attorney



## WHEN YOU RECEIVE YOUR SUBPOENA

### **Read the letter and subpoena carefully.**

The documents will include details of your appearance and whether you will need to bring anything to court with you (duces tecum section).

### **You must respond to your subpoena within 48 hours.**

To confirm receipt of your subpoena, visit [anokacounty.us/attorney](https://anokacounty.us/attorney), click on the "Subpoena Response" icon in the middle of the page, and proceed as directed. If you do not have access to the internet, call 763-324-5400 and leave your name, contact information, the file number, and the date you are ordered to appear.

### **Trials may be continued or resolved, making your appearance unnecessary.**

Trial updates are often available after 4 p.m. on the business day before you are ordered to appear. Visit [anokacounty.us/attorney](https://anokacounty.us/attorney) and click on "Adult Trial Updates" or "Juvenile Trial Updates." If no update is listed, you should appear as indicated on your subpoena unless otherwise directed by the County Attorney's Office.

## PREPARING FOR YOUR TESTIMONY

**Changes in court dates often occur.** Keep Victim/Witness Services informed of any changes in your contact information so we can notify you.

**You are not required to speak to anyone else** about your involvement in the case. If anyone contacts or threatens you in an effort to influence your testimony, contact the police and Victim/Witness Services. Tampering with a witness is a crime.

**Don't rehearse or memorize what you are going to say.** Instead, try to visualize what happened so you will be able to answer questions confidently. Your job is to tell the truth.

## WHEN COMING TO COURT

- **Bring your subpoena with you to court.**
- **Witnesses can receive limited compensation** under Minnesota law for mileage, lost wages and certain other expenses. Our staff will help you complete the paperwork for witness reimbursement.
- **Parking is available** in any unreserved spot on the first floor of the parking ramp located adjacent to the Courthouse and Government Center. Our staff will provide you with a parking voucher.
- **If you gave a statement to the police,** you may be asked to review it before you testify.
- **Typically, only one witness is allowed in the courtroom at a time** during the trial. Other witnesses will remain outside the courtroom.
- **If you have special needs,** please advise our staff so accommodations can be made.

## FOR MORE INFORMATION

**[anokacounty.us/attorney](https://www.anokacounty.us/attorney)**

**763-324-5350**