



MARYBEL BATJER
Secretary
Government Operations Agency
Chairperson

BETTY T. YEE
State Controller
Board Member

MICHAEL A. RAMOS
San Bernardino County District Attorney
Board Member

JULIE NAUMAN
Executive Officer

DATE: _____

TO: _____

DEFENDANT: _____

CASE NO.: _____

You are hereby notified that a victim or witness in the above-mentioned case may have submitted an application for services to the California Victim Compensation Board. The California Victim Compensation Board, a specially-funded state agency separate and distinct from the District Attorney's Office, is not part of the prosecution team pursuant to *Brady v. Maryland* (1963) 373 U.S. 83.

To obtain additional information regarding the services provided, if any, to a victim or witness, you must **personally serve** a subpoena duces tecum as follows:

California Victim Compensation Board
Legal Division
Attention: Custodian of Records
400 R Street
Suite 500
Sacramento, California 95811

To ensure proper processing, the subpoena duces tecum must include the defendant's name, case number, and a victim or witness's first and last name. It is also important to include a victim or witness's date of birth and the application number, if known.

Please direct questions to the above address or to (916) 491-3605.