

# WARRANTS AND SUBPOENAS

## What to Look Out for and How to Respond

JANUARY 2025

The three immigration agencies of the U.S. Department of Homeland Security (DHS)— U.S. Immigration and Customs Enforcement (ICE), U.S. Customs and Border Protection (CBP), and U.S. Citizenship and Immigration Services (USCIS) — have, in recent years, used increasingly aggressive tactics to intimidate immigrants and coerce them into cooperating with federal immigration enforcement. Understanding the differences between a *subpoena* and a *warrant* — documents that immigration agencies rely on as part of their tactics to coerce cooperation — is critical and enables people to exercise their rights in an informed manner. This fact sheet provides community members and advocates clarification on:

- Immigration enforcement power and immigration subpoena power;
- How to distinguish between judicial warrants, subpoenas, and their administrative immigration counterparts;
- What to do in response to receiving an immigration warrant or immigration subpoena.

This fact sheet also includes a case study about Liberty High School in New York City, highlighting how schools, advocates, and lawyers can intervene to block immigration subpoenas and keep immigrant communities safe.

### **Immigration Enforcement and Subpoena Powers Are Limited by the Fourth Amendment.**

The three immigration agencies — ICE, CBP, and USCIS — share the same immigration enforcement power and the same immigration subpoena power. ICE is responsible for immigration enforcement in the interior of the U.S. while CBP is the agency responsible for enforcement at or near the nation’s borders as well as functional equivalents of the border.<sup>1</sup> In contrast, USCIS’s main function is to process and make decisions about immigration relief, immigration status, and citizenship-related applications. USCIS does not, nor is it authorized to, engage in the types of immigration enforcement that ICE and CBP do.

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<sup>1</sup> Functional equivalents of the border include ports of entry and international airports.

ICE and CBP’s power to enforce immigration law —referred to in this fact sheet as “immigration enforcement power” — is limited by our Fourth Amendment constitutional right to be free from unreasonable searches and seizures of persons or objects.<sup>2</sup> Under the Fourth Amendment, a search or seizure against you is unreasonable if you had a *reasonable expectation of privacy* in the area searched or items seized.<sup>3</sup> You had a reasonable expectation of privacy if, at the time of the search, (1) you had an actual (subjective) expectation of privacy in the place or things searched, *and* (2) your expectation was one that society recognizes as (objectively) reasonable.<sup>4</sup>

The prime example of a place where a person has a reasonable expectation of privacy is their own home. Our legal system acknowledges that people would expect privacy in their own homes *and* that society would recognize such an expectation as a reasonable one. Conversely, our legal system does not find that a person has a reasonable expectation of privacy in public areas or places accessible by members of the public.

The Fourth Amendment also places restrictions on “immigration subpoena power,” which is the power immigration agencies have to gather physical evidence or testimony from individuals for their immigration investigations. Under the Fourth Amendment, to be legally valid an immigration subpoena must not be unreasonable. This means that immigration subpoenas, which are formal written requests for information or witness testimony, must be tailored in scope, relevant, and clear in describing what specific information is being sought, why the request is being made, and for what purpose.<sup>5</sup>

Thus, the Fourth Amendment functions as an important limit on **both** immigration enforcement power and immigration subpoena power. Still, immigration agencies continue to test the limits of Fourth Amendment protections by seeking new ways to conduct enforcement activity and compel people to hand over sensitive information. Their most common forms of doing so are through the increased use of immigration warrants and immigration subpoenas and by inducing consent by presenting warrants or subpoenas to the people they’re targeting for enforcement.

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<sup>2</sup> U.S. CONST. amend. IV. (“The right of the people to be secure in their persons, houses, papers, and effects, against unreasonable searches and seizures, shall not be violated.”).

<sup>3</sup> *Katz v. United States*, 389 U.S. 347 (1967).

<sup>4</sup> *Id.*

<sup>5</sup> Under the Fourth Amendment’s reasonable requirement standard for administrative subpoenas, an immigration subpoena may not be overbroad in scope, irrelevant and improper in purpose, or ambiguous such that compliance is unreasonably burdensome. See *v. City of Seattle*, 387 U.S. 541, 544 (1967) (“[T]he subpoena [must] be sufficiently limited in scope, relevant in purpose, and specific in directive so that compliance will not be unreasonably burdensome”).

## Key Differences between Judicial Warrants, Immigration Warrants, Judicial Subpoenas, and Immigration Subpoenas.

### Terminology Basics

Immigration warrants and immigration subpoenas are administrative warrants and administrative subpoenas, respectively, given that the issuing parties — ICE, CBP, and USCIS — are administrative agencies. These terms encompass any warrant or subpoena issued by any of the three agencies — e.g., “immigration warrant” encompasses ICE warrants and CBP warrants, and “immigration subpoena” covers USCIS, ICE, and CBP subpoenas. To distinguish between judicial warrants, immigration warrants, judicial subpoenas, and immigration subpoenas, the basic terms and distinctions between judicial and administrative documents must be carefully defined and understood:

- A *judicial warrant* is a formal written order authorizing a law enforcement officer to make an arrest, a seizure, or a search. A judicial warrant is *issued by a judicial court*. Courts that issue judicial warrants include both state and federal courts, such as a “Superior Court of California” or a “U.S. District Court,” and a judicial warrant is signed by a judge or magistrate judge. Furthermore, *judicial warrants must be complied with*, and there are serious consequences for refusing to comply with a judicial warrant. ***Note that a warrant signed by an immigration judge is not a judicial warrant.***<sup>6</sup>
- An *administrative warrant* is a formal written document authorizing a law enforcement officer from a designated federal agency, such as an ICE agent from DHS, to make an arrest or a seizure. An administrative warrant is *issued by a federal agency* such as DHS and can be signed by an “immigration judge” or an “immigration officer.”<sup>7</sup> Unlike a judicial warrant, an administrative warrant *does not authorize a search*. Therefore, an ICE agent who has only an administrative warrant may not conduct a search based on the warrant, though, in certain circumstances, the administrative warrant would authorize the agent to make a seizure or arrest.

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<sup>6</sup> An immigration judge (IJ) presides exclusively in immigration court over administrative deportation proceedings, and an IJ’s authority to issue administrative warrants and administrative subpoenas exists only in the immigration court context. See 8 C.F.R. § 1240.41. Warrants and subpoenas signed by or otherwise issued by an immigration judge are not judicial warrants or judicial subpoenas.

<sup>7</sup> “Immigration officer” is a term that designates employees and agents of U.S. Immigration and Customs Enforcement (ICE), U.S. Citizenship and Immigration Services (USCIS), and U.S. Customs and Border Protection (CBP). See INA § 101(a)(18).

	<b>Judicial Warrant</b>	<b>Administrative Warrant</b>
<b>Issuing entity?</b>	A judicial court; federal court judge or magistrate; state court judge or magistrate	Administrative agencies such as DHS, USCIS, ICE or CBP; immigration judge or immigration court
<b>Compliance required?</b>	Yes — always, if it is a valid judicial warrant	Depends. An administrative warrant does not authorize a search, but, in some circumstances, it may authorize a civil arrest or seizure.

- A *judicial subpoena* is a formal written order directed at a person to compel: (1) his/her/their testimony as a witness in court or in a deposition or (2) the production of evidence under a penalty for failure to comply. A judicial subpoena is *issued by a judicial court*. Courts that issue judicial subpoenas *include both state and federal courts*. **Judicial subpoenas must be complied with**, and there are serious consequences for refusing to comply with a judicial subpoena. However, it’s possible that not everyone who works for or is associated with a particular entity is authorized to accept a judicial subpoena directed at the entity — for example, not all employees of a city, school district, or business are authorized to accept judicial subpoenas issued to that city, school district, or business. Therefore, it is important to check your entity’s internal employment policies to understand how to respond to and comply with a judicial subpoena. **Note, a subpoena signed by an immigration judge or issued by an immigration court is not a judicial subpoena.** (See footnote 6)
- An *administrative subpoena* is a formal written document directed at a person to compel (1) his/her/their testimony as a witness in an investigation or (2) the production of evidence. However, an administrative subpoena is *issued by a federal agency* such as DHS and can be signed by an “immigration judge” or an “immigration officer.” Unlike a judicial subpoena, *there is no immediate requirement to comply with an administrative subpoena*, even if the issuer was an “immigration judge”; penalties for failure to comply may occur *only if* the issuer takes additional steps to enforce the subpoena in federal district court.

	<b>Judicial Subpoena</b>	<b>Administrative Subpoena</b>
<b>Issuing entity?</b>	A judicial court; federal court judge or magistrate; state court judge or magistrate	Administrative agencies such as DHS, USCIS, ICE or CBP; immigration judge or immigration court

<b>Compliance required?</b>	Yes — always if it is a valid judicial subpoena	No. Compliance is not required unless a separate and additional judicial court order requires compliance with the subpoena.
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## Distinguishing Between a Warrant and a Subpoena Generally.

Because compliance with either a warrant or a subpoena requires different action steps and different time/deadlines apply to each, upon receiving or being served with a document from ICE or CBP or USCIS, it is important to determine (1) what the received/served document actually is and (2) whether the document is judicially enforceable such that compliance with it is required. *For guidelines on what your rights are and what to do if ICE or immigration authorities come to your home or business with one of these documents, see “How to Respond if ICE, CBP, or USCIS Comes to Your Door with a ‘Warrant’ or ‘Subpoena,’” below.*

To determine what type of document you received, first scan the document for the word “warrant” or “subpoena”; usually, the document will be titled or labeled as one or the other. (*Samples of each of these documents are included as appendices to this fact sheet.*) Also, skim through the document to confirm whether its content matches what the document claims to be in its title. If the document seems to generally authorize the officer or agent from ICE or CBP to conduct a search or make an arrest, the document is likely a *warrant*. If the document says that a person must appear in court at some later date to give testimony as a witness *or* that a person must produce or hand over certain papers, forms, materials, information, etc., then the document is likely a *subpoena*.

After determining whether the document is either a warrant or a subpoena, try to ascertain whether the document is a *judicial* warrant or subpoena that must be complied with or whether it is an *administrative* warrant or subpoena, which is not immediately enforceable.

## Distinguishing Between a Judicial Warrant/Subpoena and an Immigration Warrant/Subpoena.

### Judicial Warrant v. Immigration Warrant

An immigration officer from ICE or CBP may not enter any nonpublic areas—or areas that are not freely accessible to the public and hence carry a higher expectation of privacy—*without a valid judicial warrant or consent to enter*. An immigration warrant is not the same as a judicial warrant; an immigration warrant does not authorize a search of nonpublic areas. If an ICE or any other immigration agency officer comes to your address demanding entry to search your

premises or seeking to obtain evidence and the officer has only an immigration warrant, you may refuse the officer entry and refuse to comply with the warrant because it does not grant the officer authority to enter or conduct a search.

Thus, if immigration authorities or other law enforcement agents present you with a warrant, it is crucial to check for the following:

Judicial Warrant ( <i>see Appendix A</i> )	Immigration Warrant ( <i>see Appendix B</i> )
<p>To be valid, a judicial warrant <i>must</i>:</p> <ul style="list-style-type: none"> <li>• Be issued by a judicial court</li> <li>• Be signed by a state or federal judge or magistrate</li> <li>• State the address of the premises to be searched — make sure the stated address is <i>your address</i> or specifically pertains to <i>you</i></li> <li>• Be executed within the time period specified on the warrant</li> </ul> <p>If the warrant includes all the above, then it is a valid judicial warrant and you must comply.</p> <p>However, if the judicial warrant is missing any of the above, lists a different address, or is being executed after the date specified on the warrant, then it likely is <i>not valid</i>, and you may (a) refuse to comply and (b) ask the agents to leave.</p>	<p>In contrast, an immigration warrant:</p> <ul style="list-style-type: none"> <li>• Is issued by a DHS agency (look for a DHS seal, label, and/or the actual form number, i.e., DHS Form I-200, “Warrant for Arrest”; or Form I-205, “Warrant of Removal/Deportation”)</li> <li>• Is signed by an immigration officer or immigration judge</li> <li>• Bears a title that will contain the word “Alien”</li> <li>• States that the authority to issue the warrant comes from immigration law, such as the Immigration and Nationality Act — and does <i>not</i> state that the issuing authority is a court</li> </ul> <p>If the warrant has any of the above characteristics, it likely is an immigration warrant and thus does <i>not authorize the agent(s) to enter the premises</i>. You may (a) refuse to comply with the warrant and (b) ask the agents to leave.</p>

### Judicial Subpoena v. Immigration Subpoena

An immigration subpoena is not the same as a judicial subpoena. An immigration officer from ICE, CBP, or USCIS may not demand compliance with an immigration subpoena *unless it is accompanied by an order from a U.S. district court* requiring that it be complied with. If an ICE agent or any other immigration officer serves you with an immigration subpoena asking you to appear as a witness or to produce certain documents, you do not have to honor the subpoena or

comply with it; you may refuse to respond. Thus, if immigration authorities or other law enforcement agents present you with a subpoena, it is crucial to check for the following:

Judicial Subpoena ( <i>see Appendix C</i> )	Immigration Subpoena ( <i>see Appendix D</i> )
<p>To be valid, a judicial subpoena <i>must</i>:</p> <ul style="list-style-type: none"> <li>• Be issued by a judicial court</li> <li>• Be signed by a state or federal judge or magistrate state the address of the target of the subpoena – make sure the stated address is <i>your address</i> or specifically pertains to <i>you</i></li> </ul> <p>If the subpoena includes all the above, then it is a <i>valid</i> judicial subpoena and <i>you must comply</i> with it. However, if the subpoena is missing any of the above elements or is directed toward a different address, then it likely is <i>not</i> a valid judicial subpoena and, thus, you may refuse to comply with the subpoena.</p>	<p>An immigration subpoena:</p> <ul style="list-style-type: none"> <li>• Is issued by DHS (look for a DHS seal, label, and/or the actual form number, i.e., DHS Form I-138)</li> <li>• Is signed by an immigration officer or an immigration judge (look for “CBP Official,” “ICE Official,” or “USCIS Official,” or a similar phrase)</li> <li>• Bears a title such as “Immigration Enforcement Subpoena” or something to that effect</li> <li>• States that the authority to issue the subpoena comes from immigration law, such as the Immigration and Nationality Act (look out for a citation to 8 U.S.C. § 1225(d), 8 C.F.R. § 287.4, or a reference to “U.S. immigration laws”)</li> </ul> <p>If the subpoena shown to you has any of the above characteristics, it likely is an immigration subpoena and thus is <i>not enforceable on its own, unless a court orders you to comply with it</i>. You may refuse to comply with the subpoena.</p>

If you refuse to comply with an immigration subpoena because it is not enforceable on its own (see the table immediately above), the entity that issued the subpoena – either an immigration agency (ICE, CBP, or USCIS) or an immigration judge – can seek an order from a U.S. district court compelling you to comply with the subpoena.<sup>8</sup> This is called a *subpoena enforcement action*, and the law requires a party initiating any action in U.S. district court to notify the party against whom the action was initiated. If you receive notice or are served with papers that state that a subpoena enforcement action has been initiated against you, you can fight back in court

<sup>8</sup> *Id.* (“to that end may invoke the aid of any court of the United States”).



and challenge the subpoena for violating the Fourth Amendment’s limits on immigration subpoena power, but it’s best to consult first with an attorney about your case. **If you succeed in your challenge of the immigration subpoena, the court will throw it out. But if the immigration agency succeeds in the case and obtains a court order, the immigration subpoena becomes enforceable against you.** At that point, you must comply with the subpoena, since failure to obey a court order may subject you to punishment for being in contempt of court.<sup>9</sup>

## How to Respond if ICE, CBP, or USCIS Comes to Your Door with a “Warrant” or “Subpoena.”

Below are guidelines for how to respond if immigration agents approach your residence with a “warrant” or “subpoena.”

- **Consent (Don’t!).** Don’t open your door. Opening your door when a law enforcement officer comes to it can be construed as your having consented to a search and seizure that is permissible under the U.S. Constitution. Under the Fourth Amendment, law enforcement and immigration enforcement officers may not enter private areas unless they have either a valid judicial warrant or the consent of a person who is authorized by the entity occupying those private areas to allow people to enter them. If immigration authorities come to your door without a warrant and you open the door and they search your house, they will argue that their search was lawful because you “consented” to it by opening the door. Therefore, if they come to the place you live with a warrant, subpoena, or some other document, ask them to slip it under the door or hold it up to a window. If you can, take a photo of the document.
- **Careful review of document.** If immigration authorities bring a document, they claim is a warrant or subpoena, verify that it is indeed what they claim it to be and not some other form or document. Next, assess whether the document is a valid, judicially enforceable one. For example, if immigration authorities bring a subpoena, verify whether it is a judicial subpoena or an immigration subpoena. If the immigration authorities have a valid judicial warrant or valid judicial subpoena, they may enforce it. If it’s a valid judicial warrant, this means that the immigration authorities may enter or search the private areas indicated in the warrant and question anyone present. Remind all guests, employees, and/or personnel on site that they have the right to remain silent and refuse to answer any questions.

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<sup>9</sup> INA § 235(d)(4)(B).



- **Unenforceable documents.** Remember, immigration warrants and immigration subpoenas, on their own, are not enforceable. You are not required to allow an immigration officer to enter or search your home or premises based on the officer having an immigration warrant or subpoena. If immigration agents show up at your door, immediately try to contact a lawyer or a community defense group for support and advice as you are interacting with the agents. If immigration authorities present you with an immigration warrant, refuse to honor it, ask them to leave, and do not open the door. If immigration authorities present you with an immigration subpoena, do not comply with it: do not hand over requested documents and do not appear as a witness in their investigation. If, in response, immigration authorities say they will go get a judicial warrant or, in the case of an immigration subpoena, initiate a subpoena enforcement action, contact a lawyer. Try to get help from a legal professional before the judicial warrant is served or before the subpoena enforcement action begins.
- **Enforceable judicial warrants.** Pay close attention to and document what is happening during a search. Be ready to object if immigration authorities go beyond the scope of their authority to search places or seize items specified in the warrant. For example, if the warrant authorizes a search only of a particular office in your school or business, immigration agents may not use it as a basis for searching other offices, classrooms, storage rooms, etc.
- **Probable cause.** Immigration authorities and other law enforcement officers may search other private areas and seize materials even without a warrant or outside of what is specified in a warrant if they have “probable cause” to believe that the search may reveal unlawful activity. An officer has “probable cause” if the facts and circumstances justify a reasonable person’s conclusion that unlawful activity (or evidence of unlawful activity) will likely be found in a particular place.
- **Right to remain silent.** Plead the Fifth Amendment and remain silent so immigration authorities cannot use your words against you or coerce you into saying something. Speak only when you have to in order to state that you object to something the immigration agents are doing, to [assert your rights](#) (“I am exercising my right to remain silent”),<sup>10</sup> to refuse consent, or to clarify instructions, such as asking immigration authorities to slip their document under the door.
- **Legal and community support.** Establish a relationship with a local attorney who can be available for advice and counsel if immigration authorities come to your address, whether that is your home, school, or place of business. In addition, memorize the

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<sup>10</sup> National Immigration Law Center, “Know Your Rights Under the U.S. Constitution – No Matter Who is President,” (April 1, 2024), <https://www.nilc.org/resources/everyone-has-certain-basic-rights/>.

phone number (or hotline number) of a local raids-response network or community group, or create a team of people whom you can call if immigration agents show up at your home, school, or workplace. They can help to document what is happening and follow up afterwards.

## **CASE STUDY: Liberty High and Lessons Learned in Blocking Immigration Subpoenas.**

On Wednesday, July 21, 2010, immigration attorney Lauren Burke received a phone call from a guidance counselor at New York City's Liberty High School Academy for Newcomers (Liberty High) who informed her that the school had just received a subpoena from the Department of Homeland Security signed by an ICE special agent. Noting that the document demanded the release of any and all records relating to the contact information, dates of attendance, and class schedules of then-student O.C., the guidance counselor asked attorney Burke, who represented O.C. in his immigration and family court matters, for advice on what to do and how to respond.

Ideally, educators and education advocates would know and exercise their rights under the law.

As recognized under the law:

- An immigration subpoena is not a judicial subpoena or a court order.
- A school may refuse to respond to an immigration subpoena without fearing any immediate civil, criminal, or legal liability.<sup>11</sup>
- Schools have additional privacy requirements under federal law and may not release students' sensitive information freely. The Family and Educational Rights and Privacy Act (FERPA), 20 U.S.C. section 1232(g), protects the personal information and records of all students, regardless of immigration status.

**What really happened: Educators yielded to the pressure of DHS's coercive tactics.**

After reviewing the document and confirming that it was an immigration subpoena and not a judicial subpoena, attorney Burke advised the school not to do anything. However, two days later, on Friday, July 23, 2010, she received a letter from a New York City Department of Education (DOE) attorney informing her that the DOE, rather than challenging or refusing to honor the immigration subpoena, would be requiring Liberty High to comply with it on the

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<sup>11</sup> Refusal to respond may lead DHS (or ICE or CBP) to initiate a *subpoena enforcement action* in court so it can obtain a court order requiring compliance. See note 8, above, and accompanying text.

following Tuesday, July 27. The DOE, unsure of the law and the legal rights of schools and educators, yielded to the coerciveness of the immigration subpoena's language.

**Attorney Lauren Burke's response: Leverage legal tools and communications to block compliance.**

Having been unable to secure the support of the city's DOE or the Mayor's Office — because each believed it had to comply with DHS's demands despite not wanting to — Burke and O.C. had to push back against the immigration subpoena. On Monday, July 26, the day before the DOE was set to comply with the subpoena, Burke and the Door's Legal Services Center sued in U.S. district court to block the immigration subpoena and won an *emergency restraining order* against the DOE. The order, a legally enforceable judicial court order, prohibited the DOE from releasing O.C.'s records and information in violation of FERPA until the court could hold a full hearing at a later date (September 27). In effect, Burke used the legal system to block the DOE and Liberty High from complying with the immigration subpoena. This showed not only that refusal to comply with an immigration subpoena is permissible under the law but also that it is sometimes required, especially to comply with overarching federal privacy laws such as FERPA.

Moreover, the *New York Times* published an article ten days before the September 27 hearing highlighting O.C.'s case and how immigration enforcement authorities had recently stepped up their use of immigration subpoenas in an alarming way.<sup>12</sup> After the article was published, DHS dropped its investigation of O.C. and abandoned its effort to enforce the immigration subpoena. The media coverage of O.C.'s case and the Liberty High incident provided a strong pressure point to uplift and strengthen the legal win — the emergency restraining order — by shining a light on DHS's unscrupulous enforcement tactics.

**Lessons learned from Liberty High and over the years since 2010.**

- While the law does not require a recipient of an immigration subpoena to honor or comply with its demands, if the recipient does not understand the law and chooses to comply (out of fear, coercion, or affirmative consent), legal advocates, organizers, and the media can play an important role in pushing back against the subpoena.
- Greater outreach and community education efforts are needed to educate advocates, educators, service providers, and community members about how to prepare for and

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<sup>12</sup> Kirk Semple, "Immigration Agency's Tactic Spurs Alarm," *New York Times*, Sept. 17, 2010, <https://www.nytimes.com/2010/09/18/nyregion/18subpoena.html>.

respond effectively to immigration subpoenas and warrants and to other aggressive immigration enforcement tactics.

- Stronger partnerships between legal advocates and entities such as schools or local government agencies are necessary to protect immigrant communities and ensure that DHS, ICE, CBP, and USCIS are held accountable to federal and state laws as well as to the U.S. Constitution.
- Attempts by DHS or an immigration agency to enforce an immigration subpoena through the court system can be defeated by involving the public and the media. Engaging the media, in conjunction with broader communications strategies, is vital in combatting aggressive immigration enforcement activity.
- Legal action to address aggressive immigration enforcement can take a variety of forms, including drafting a strongly worded letter or memorandum to the school district (or local department of education) as well as filing for relief in federal court. Understanding what type of legal action to file and when to file it is critical to securing and defending the rights of immigrant students.
- By leveraging the law, legal tools, public advocacy, and media strategies, individuals and advocates have power to defend and support immigrant communities.

**Community members, advocates, lawyers, and allies all play a role in keeping our neighborhoods, schools, worksites, and communities safe from DHS's increasingly aggressive enforcement tactics.** Understanding the key differences between the various documents that immigration agencies rely on to coerce compliance with their tactics can act as a critical intervention, empower individuals to exercise their rights in an informed manner, and ultimately defend our immigrant communities from government overreach and unlawful policing.

## APPENDICES

Appendix A: Sample Judicial Warrant – AO 93 (Rev. 11/13) Search and Seizure Warrant

Appendix B: Sample Immigration (DHS) Warrant – Form I-200 (Rev. 09/16)

Appendix C: Sample Judicial Subpoena – AO 88B (Rev. 02/14) Subpoena to Produce Documents, Information, or Objects or to Permit Inspection of Premises in a Civil Action

Appendix D: Sample Immigration Subpoena – DHS Form I-138 (6/09)

Appendix E: PowerPoint Slides: Judicial Warrants v. Immigration Warrants & Judicial Subpoenas v. Immigration Subpoenas

Appendix A: Sample Judicial Warrant – AO 93 (Rev. 11/13) Search and Seizure Warrant

AO 93 (Rev. 11/13) Search and Seizure Warrant

UNITED STATES DISTRICT COURT

for the

In the Matter of the Search of )
(Briefly describe the property to be searched )
or identify the person by name and address ) Case No.
)
)
)

SEARCH AND SEIZURE WARRANT

To: Any authorized law enforcement officer

An application by a federal law enforcement officer or an attorney for the government requests the search of the following person or property located in the District of (identify the person or describe the property to be searched and give its location):

I find that the affidavit(s), or any recorded testimony, establish probable cause to search and seize the person or property described above, and that such search will reveal (identify the person or describe the property to be seized):

YOU ARE COMMANDED to execute this warrant on or before (not to exceed 14 days)
in the daytime 6:00 a.m. to 10:00 p.m. at any time in the day or night because good cause has been established.

Unless delayed notice is authorized below, you must give a copy of the warrant and a receipt for the property taken to the person from whom, or from whose premises, the property was taken, or leave the copy and receipt at the place where the property was taken.

The officer executing this warrant, or an officer present during the execution of the warrant, must prepare an inventory as required by law and promptly return this warrant and inventory to (United States Magistrate Judge)

Pursuant to 18 U.S.C. § 3103a(b), I find that immediate notification may have an adverse result listed in 18 U.S.C. § 2705 (except for delay of trial), and authorize the officer executing this warrant to delay notice to the person who, or whose property, will be searched or seized (check the appropriate box)

for days (not to exceed 30) until, the facts justifying, the later specific date of

Date and time issued: Judge's signature

City and state: Printed name and title

<b>Return</b>		
Case No.:	Date and time warrant executed:	Copy of warrant and inventory left with:
Inventory made in the presence of :		
Inventory of the property taken and name of any person(s) seized:		
<b>Certification</b>		
<p>I declare under penalty of perjury that this inventory is correct and was returned along with the original warrant to the designated judge.</p>		
Date: _____	_____	
	<i>Executing officer's signature</i>	
	_____	
	<i>Printed name and title</i>	

**Print**

**Save As...**

**Reset**



Appendix B: Sample Immigration (DHS) Warrant – Form I-200 (Rev. 09/16)

**U.S. DEPARTMENT OF HOMELAND SECURITY      Warrant for Arrest of Alien**

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File No. \_\_\_\_\_

Date: \_\_\_\_\_

**To: Any immigration officer authorized pursuant to sections 236 and 287 of the Immigration and Nationality Act and part 287 of title 8, Code of Federal Regulations, to serve warrants of arrest for immigration violations**

I have determined that there is probable cause to believe that \_\_\_\_\_ is removable from the United States. This determination is based upon:

- the execution of a charging document to initiate removal proceedings against the subject;
- the pendency of ongoing removal proceedings against the subject;
- the failure to establish admissibility subsequent to deferred inspection;
- biometric confirmation of the subject's identity and a records check of federal databases that affirmatively indicate, by themselves or in addition to other reliable information, that the subject either lacks immigration status or notwithstanding such status is removable under U.S. immigration law; and/or
- statements made voluntarily by the subject to an immigration officer and/or other reliable evidence that affirmatively indicate the subject either lacks immigration status or notwithstanding such status is removable under U.S. immigration law.

**YOU ARE COMMANDED** to arrest and take into custody for removal proceedings under the Immigration and Nationality Act, the above-named alien.

\_\_\_\_\_  
(Signature of Authorized Immigration Officer)

\_\_\_\_\_  
(Printed Name and Title of Authorized Immigration Officer)

**Certificate of Service**

I hereby certify that the Warrant for Arrest of Alien was served by me at \_\_\_\_\_  
(Location)

on \_\_\_\_\_ on \_\_\_\_\_, and the contents of this  
(Name of Alien) (Date of Service)

notice were read to him or her in the \_\_\_\_\_ language.  
(Language)

\_\_\_\_\_  
Name and Signature of Officer

\_\_\_\_\_  
Name or Number of Interpreter (if applicable)

Form I-200 (Rev. 09/16)

Appendix C: Sample Judicial Subpoena – AO 88B (Rev. 02/14) Subpoena to Produce Documents, Information, or Objects or to Permit Inspection of Premises in a Civil Action

AO 88B (Rev. 02/14) Subpoena to Produce Documents, Information, or Objects or to Permit Inspection of Premises in a Civil Action

**UNITED STATES DISTRICT COURT**  
for the

Plaintiff	)	
v.	)	Civil Action No.
Defendant	)	

**SUBPOENA TO PRODUCE DOCUMENTS, INFORMATION, OR OBJECTS  
OR TO PERMIT INSPECTION OF PREMISES IN A CIVIL ACTION**

To:

\_\_\_\_\_  
*(Name of person to whom this subpoena is directed)*

**Production:** YOU ARE COMMANDED to produce at the time, date, and place set forth below the following documents, electronically stored information, or objects, and to permit inspection, copying, testing, or sampling of the material:

Place:	Date and Time:
--------	----------------

**Inspection of Premises:** YOU ARE COMMANDED to permit entry onto the designated premises, land, or other property possessed or controlled by you at the time, date, and location set forth below, so that the requesting party may inspect, measure, survey, photograph, test, or sample the property or any designated object or operation on it.

Place:	Date and Time:
--------	----------------

The following provisions of Fed. R. Civ. P. 45 are attached – Rule 45(c), relating to the place of compliance; Rule 45(d), relating to your protection as a person subject to a subpoena; and Rule 45(e) and (g), relating to your duty to respond to this subpoena and the potential consequences of not doing so.

Date: \_\_\_\_\_

CLERK OF COURT

OR

\_\_\_\_\_  
*Signature of Clerk or Deputy Clerk*

\_\_\_\_\_  
*Attorney's signature*

The name, address, e-mail address, and telephone number of the attorney representing *(name of party)* \_\_\_\_\_, who issues or requests this subpoena, are:

**Notice to the person who issues or requests this subpoena**

If this subpoena commands the production of documents, electronically stored information, or tangible things or the inspection of premises before trial, a notice and a copy of the subpoena must be served on each party in this case before it is served on the person to whom it is directed. Fed. R. Civ. P. 45(a)(4).

Civil Action No. \_\_\_\_\_

**PROOF OF SERVICE**

*(This section should not be filed with the court unless required by Fed. R. Civ. P. 45.)*

I received this subpoena for *(name of individual and title, if any)* \_\_\_\_\_  
on *(date)* \_\_\_\_\_.

I served the subpoena by delivering a copy to the named person as follows: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ on *(date)* \_\_\_\_\_; or

I returned the subpoena unexecuted because: \_\_\_\_\_  
\_\_\_\_\_.

Unless the subpoena was issued on behalf of the United States, or one of its officers or agents, I have also  
tendered to the witness the fees for one day's attendance, and the mileage allowed by law, in the amount of  
\$ \_\_\_\_\_.

My fees are \$ \_\_\_\_\_ for travel and \$ \_\_\_\_\_ for services, for a total of \$ \_\_\_\_\_ 0.00 \_\_\_\_\_.

I declare under penalty of perjury that this information is true.

Date: \_\_\_\_\_  
\_\_\_\_\_ *Server's signature*

\_\_\_\_\_ *Printed name and title*

\_\_\_\_\_ *Server's address*

Additional information regarding attempted service, etc.:

**Print**

**Save As...**

**Add Attachment**

**Reset**

**Federal Rule of Civil Procedure 45 (c), (d), (e), and (g) (Effective 12/1/13)**

**(c) Place of Compliance.**

**(1) For a Trial, Hearing, or Deposition.** A subpoena may command a person to attend a trial, hearing, or deposition only as follows:

- (A) within 100 miles of where the person resides, is employed, or regularly transacts business in person; or
- (B) within the state where the person resides, is employed, or regularly transacts business in person, if the person
  - (i) is a party or a party's officer; or
  - (ii) is commanded to attend a trial and would not incur substantial expense.

**(2) For Other Discovery.** A subpoena may command:

- (A) production of documents, electronically stored information, or tangible things at a place within 100 miles of where the person resides, is employed, or regularly transacts business in person; and
- (B) inspection of premises at the premises to be inspected.

**(d) Protecting a Person Subject to a Subpoena; Enforcement.**

**(1) Avoiding Undue Burden or Expense; Sanctions.** A party or attorney responsible for issuing and serving a subpoena must take reasonable steps to avoid imposing undue burden or expense on a person subject to the subpoena. The court for the district where compliance is required must enforce this duty and impose an appropriate sanction—which may include lost earnings and reasonable attorney's fees—on a party or attorney who fails to comply.

**(2) Command to Produce Materials or Permit Inspection.**

**(A) Appearance Not Required.** A person commanded to produce documents, electronically stored information, or tangible things, or to permit the inspection of premises, need not appear in person at the place of production or inspection unless also commanded to appear for a deposition, hearing, or trial.

**(B) Objections.** A person commanded to produce documents or tangible things or to permit inspection may serve on the party or attorney designated in the subpoena a written objection to inspecting, copying, testing, or sampling any or all of the materials or to inspecting the premises—or to producing electronically stored information in the form or forms requested. The objection must be served before the earlier of the time specified for compliance or 14 days after the subpoena is served. If an objection is made, the following rules apply:

- (i) At any time, on notice to the commanded person, the serving party may move the court for the district where compliance is required for an order compelling production or inspection.
- (ii) These acts may be required only as directed in the order, and the order must protect a person who is neither a party nor a party's officer from significant expense resulting from compliance.

**(3) Quashing or Modifying a Subpoena.**

**(A) When Required.** On timely motion, the court for the district where compliance is required must quash or modify a subpoena that:

- (i) fails to allow a reasonable time to comply;
- (ii) requires a person to comply beyond the geographical limits specified in Rule 45(c);
- (iii) requires disclosure of privileged or other protected matter, if no exception or waiver applies; or
- (iv) subjects a person to undue burden.

**(B) When Permitted.** To protect a person subject to or affected by a subpoena, the court for the district where compliance is required may, on motion, quash or modify the subpoena if it requires:

- (i) disclosing a trade secret or other confidential research, development, or commercial information; or

(ii) disclosing an unretained expert's opinion or information that does not describe specific occurrences in dispute and results from the expert's study that was not requested by a party.

**(C) Specifying Conditions as an Alternative.** In the circumstances described in Rule 45(d)(3)(B), the court may, instead of quashing or modifying a subpoena, order appearance or production under specified conditions if the serving party:

- (i) shows a substantial need for the testimony or material that cannot be otherwise met without undue hardship; and
- (ii) ensures that the subpoenaed person will be reasonably compensated.

**(e) Duties in Responding to a Subpoena.**

**(1) Producing Documents or Electronically Stored Information.** These procedures apply to producing documents or electronically stored information:

**(A) Documents.** A person responding to a subpoena to produce documents must produce them as they are kept in the ordinary course of business or must organize and label them to correspond to the categories in the demand.

**(B) Form for Producing Electronically Stored Information Not Specified.** If a subpoena does not specify a form for producing electronically stored information, the person responding must produce it in a form or forms in which it is ordinarily maintained or in a reasonably usable form or forms.

**(C) Electronically Stored Information Produced in Only One Form.** The person responding need not produce the same electronically stored information in more than one form.

**(D) Inaccessible Electronically Stored Information.** The person responding need not provide discovery of electronically stored information from sources that the person identifies as not reasonably accessible because of undue burden or cost. On motion to compel discovery or for a protective order, the person responding must show that the information is not reasonably accessible because of undue burden or cost. If that showing is made, the court may nonetheless order discovery from such sources if the requesting party shows good cause, considering the limitations of Rule 26(b)(2)(C). The court may specify conditions for the discovery.

**(2) Claiming Privilege or Protection.**

**(A) Information Withheld.** A person withholding subpoenaed information under a claim that it is privileged or subject to protection as trial-preparation material must:

- (i) expressly make the claim; and
- (ii) describe the nature of the withheld documents, communications, or tangible things in a manner that, without revealing information itself privileged or protected, will enable the parties to assess the claim.

**(B) Information Produced.** If information produced in response to a subpoena is subject to a claim of privilege or of protection as trial-preparation material, the person making the claim may notify any party that received the information of the claim and the basis for it. After being notified, a party must promptly return, sequester, or destroy the specified information and any copies it has; must not use or disclose the information until the claim is resolved; must take reasonable steps to retrieve the information if the party disclosed it before being notified; and may promptly present the information under seal to the court for the district where compliance is required for a determination of the claim. The person who produced the information must preserve the information until the claim is resolved.

**(g) Contempt.**

The court for the district where compliance is required—and also, after a motion is transferred, the issuing court—may hold in contempt a person who, having been served, fails without adequate excuse to obey the subpoena or an order related to it.

For access to subpoena materials, see Fed. R. Civ. P. 45(a) Committee Note (2013).

Appendix D: Sample Immigration Subpoena – DHS Form I-138 (6/09)

1. To (Name, Address, City, State, Zip Code)	DEPARTMENT OF HOMELAND SECURITY  <b>IMMIGRATION ENFORCEMENT SUBPOENA</b> to Appear and/or Produce Records 8 U.S.C. § 1225(d), 8 C.F.R. § 287.4
Subpoena Number	
2. In Reference To	
(Title of Proceeding) (File Number, if Applicable)	

By the service of this subpoena upon you, **YOU ARE HEREBY SUMMONED AND REQUIRED TO:**

- (A)  **APPEAR** before the U.S. Customs and Border Protection (CBP), U.S. Immigration and Customs Enforcement (ICE), or U.S. Citizenship and Immigration Services (USCIS) Official named in Block 3 at the place, date, and time specified, to testify and give information relating to the matter indicated in Block 2.
- (B)  **PRODUCE** the records (books, papers, or other documents) indicated in Block 4, to the CBP, ICE, or USCIS Official named in Block 3 at the place, date, and time specified.

Your testimony and/or production of the indicated records is required in connection with an investigation or inquiry relating to the enforcement of U.S. immigration laws. Failure to comply with this subpoena may subject you to an order of contempt by a federal District Court, as provided by 8 U.S.C. § 1225(d)(4)(B).

3. (A) CBP, ICE or USCIS Official before whom you are required to appear	(B) Date
Name	
Title	
Address	(C) Time <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.
Telephone Number	

4. Records required to be produced for inspection



If you have any questions regarding this subpoena, contact the CBP, ICE, or USCIS Official identified in Block 3.

5. Authorized Official

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)



# JUDICIAL WARRANTS v. IMMIGRATION WARRANTS

AO 93 (Rev. 12/09) Search and Seizure Warrant

**UNITED STATES DISTRICT COURT**

for the  
Eastern District of California

In the Matter of the Search of )  
(Briefly describe the property to be searched )  
or identify the person by name and address) ) Case No. )  
 ) )  
 ) )  
Davis, California 95616 )

**SEARCH AND SEIZURE WARRANT**

To: Any authorized law enforcement officer 211-SW-0161 EFB

An application by a federal law enforcement officer or an attorney for the government requests the search of the following person or property located in the EASTERN District of CALIFORNIA.  
*(Identify the person or describe the property to be searched and give its location):*  
SEE ATTACHMENT A, ATTACHED HERETO AND INCORPORATED BY REFERENCE

The person or property to be searched, described above, is believed to conceal *(Identify the person or describe the property to be seized):*  
SEE ATTACHMENT B, ATTACHED HERETO AND INCORPORATED BY REFERENCE

I find that the affidavit(s), or any recorded testimony, establish probable cause to search and seize the person or property.

**YOU ARE COMMANDED** to execute this warrant on or before 5-9-2011  
*(not to exceed 14 days)*

in the daytime 6:00 a.m. to 10 p.m.     at any time in the day or night as I find reasonable cause has been established.

Unless delayed notice is authorized below, you must give a copy of the warrant and a receipt for the property taken to the person from whom, or from whose premises, the property was taken, or leave the copy and receipt at the place where the property was taken.

The officer executing this warrant, or an officer present during the execution of the warrant, must prepare an inventory as required by law and promptly return this warrant and inventory to United States Magistrate Judge \_\_\_\_\_  
*(name)*

I find that immediate notification may have an adverse result listed in 18 U.S.C. § 2705 (except for delay of trial), and authorize the officer executing this warrant to delay notice to the person who, or whose property, will be searched or seized *(check the appropriate box)*  for \_\_\_\_\_ days *(not to exceed 30)*.  
 Until, the facts justifying, the later specific date of \_\_\_\_\_

Date and time issued: 4-25-2011  
9:10:00 AM

City and state: SACRAMENTO, CALIFORNIA

*(Signature of Judge)*  
**EDMUND F. BRENNAN, U.S. MAGISTRATE JUDGE**  
*(Printed name and title)*

DEPARTMENT OF HOMELAND SECURITY  
U.S. Immigration and Customs Enforcement  
**WARRANT OF REMOVAL/DEPORTATION**

File No: \_\_\_\_\_  
Date: \_\_\_\_\_

To any immigration officer of the United States Department of Homeland Security:

\_\_\_\_\_ (Full name of alien)  
who entered the United States at \_\_\_\_\_ on \_\_\_\_\_ (Place of entry) (Date of entry)

subject to removal/deportation from the United States based upon a final order by:

an immigration judge in exclusion, deportation, or removal proceedings  
 a designated official  
 the Board of Immigration Appeals  
 a United States District or Magistrate Court Judge

and pursuant to the following provisions of the Immigration and Nationality Act:

I, the undersigned officer of the United States, by virtue of the power and authority vested in the Secretary of Homeland Security under the laws of the United States and by his or her direction, command you to take into custody and remove from the United States the above-named alien, pursuant to law, at the expense of:

**THESE ARE VISUAL CUES THAT THIS IS AN IMMIGRATION WARRANT**

\_\_\_\_\_  
*(Signature of immigration officer)*

\_\_\_\_\_  
*(Title of immigration officer)*

Is this the right address?

Is it still current?

Note: only the person, property, & areas specified may be searched

Is it actually signed by a judge?

**IF THE ANSWER TO ALL OF THESE IS YES, THEN IT IS LIKELY A VALID JUDICIAL WARRANT**



# JUDICIAL SUBPOENAS v. IMMIGRATION SUBPOENAS

AO 88B (Rev. 02/14) Subpoena to Produce Documents, Information, or Objects or to Permit Inspection of Premises in a Civil Action

UNITED STATES DISTRICT COURT  
for the

Plaintiff )  
v. ) Civil Action No.  
Defendant )

**SUBPOENA TO PRODUCE DOCUMENTS, INFORMATION, OR OBJECTS  
OR TO PERMIT INSPECTION OF PREMISES IN A CIVIL ACTION**

To: \_\_\_\_\_  
(Name of person to whom this subpoena is directed)

Production: YOU ARE COMMANDED to produce at the time, date, and place set forth below the following documents, electronically stored information, or objects, and to permit inspection, copying, testing, or sampling of the material:  
Place: \_\_\_\_\_ Date and Time: \_\_\_\_\_

Inspection of Premises: YOU ARE COMMANDED to permit entry onto the designated premises, land, or other property possessed or controlled by you at the time, date, and location set forth below, so that the requesting party may inspect, measure, survey, photograph, test, or sample the property or any designated object or operation on it.  
Place: \_\_\_\_\_ Date and Time: \_\_\_\_\_

The following provisions of Fed. R. Civ. P. 45 are attached – Rule 45(c), relating to the place of compliance; Rule 45(d), relating to your protection as a person subject to a subpoena; and Rule 45(e) and (g), relating to your duty to respond to this subpoena and the potential consequences of not doing so.

Date: \_\_\_\_\_  
CLERK OF COURT  
Signature of Clerk or Deputy Clerk \_\_\_\_\_ Attorney's signature \_\_\_\_\_

The name, address, e-mail address, and telephone number of the attorney representing (name of party) \_\_\_\_\_, who issues or requests this subpoena, are: \_\_\_\_\_

person who issues or requests this subpoena \_\_\_\_\_  
of documents, electronically stored information, or tangible things or the \_\_\_\_\_  
and a copy of the subpoena must be served on each party in this case before \_\_\_\_\_  
ted. Fed. R. Civ. P. 45(a)(4).

Is this directed to you?

Does it specify what documents are being sought?

Is it signed by a clerk of court?

IF THE ANSWER TO THESE IS YES, THEN IT IS LIKELY A VALID JUDICIAL SUBPOENA

1. To (Name, Address, City, State, Zip Code) DEPARTMENT OF HOMELAND SECURITY  
Manager: \_\_\_\_\_  
@ebaldco.org  
Oakland, California 94601  
**IMMIGRATION ENFORCEMENT SUBPOENA**  
to Appear and/or Produce Records  
8 U.S.C. § 1225(d), 8 C.F.R. § 287.4

Subpoena Number  
USCIS-SFR-17-115

2. In Reference To  
Immigration filing on behalf of \_\_\_\_\_  
(Title of Proceeding) (File Number, if Applicable)

By the service of this subpoena upon you, YOU ARE HEREBY SUMMONED AND REQUIRED TO:

(A)  APPEAR before the U.S. Customs and Border Protection (CBP), U.S. Immigration and Customs Enforcement (ICE), or U.S. Citizenship and Immigration Services (USCIS) Official named in Block 3 at the place, date, and time specified, to testify and give information relating to the matter indicated in Block 2.

(B)  PRODUCE the records (books, papers, or other documents) indicated in Block 4, to the CBP, ICE, or USCIS Official named in Block 3 at the place, date, and time specified.

Your testimony and/or production of the indicated records is required in connection with an investigation or inquiry relating to the enforcement of U.S. immigration law. Failure to comply with this subpoena may subject you to an order of contempt by a federal District Court, as provided by 8 U.S.C. § 1225(d)(4)(B).

3. (A) CBP, ICE or USCIS Official before whom you are required to appear  
Name \_\_\_\_\_  
Title Immigration Officer  
Address USCIS 630 Sansome Street, Rm. 1220  
San Francisco, California 94111  
Telephone Number 415-248-8619  
(B) Date 04/28/2017  
(C) Time 0900  a.m.  p.m.

4. Records required to be produced for inspection  
Please provide a copy of the lease for \_\_\_\_\_ Street, # \_\_\_\_\_ in Oakland, California. The lease should include the names of the current occupants. If there are no current occupants, please provide a copy of the lease for the previous occupants.

5. Authorized Official  
\_\_\_\_\_  
(Signature)  
\_\_\_\_\_  
(Printed Name)  
Supervisory Immigration Officer  
(Title)  
04/18/2017  
(Date)

If you have any questions regarding this subpoena, contact the CBP, ICE, or USCIS Official identified in Block 3.

DHS Form I-138 (6/09)

THESE ARE VISUAL CUES THAT THIS IS AN IMMIGRATION SUBPOENA

