



ELECTRONIC  
LITIGATION  
SUPPORT

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# AFFIDAVIT

(Pursuant to Cal Evidence Code 1561 and or section 1158 of the Evidence Code Authorization)

I hereby declare under penalty of perjury under the laws of the state of California, that the following statements are true to the best of my knowledge and belief.

I am the duly authorized custodian of records of the below named doctor, facility, agency or business and have the authority to certify that the records made available for duplicating to Electronic Litigation Support, Deposition Notaries, are all of the original and complete records of all records now or relating to said individual or thing, including financial and accounting records, handwritten notes, photographs, except x-ray films, and any correspondence and reports received and sent by me or my employer:

**pertaining to:** \_\_\_\_\_

Title of Case:

Records subpoenaed by:  
DATE OF DEPOSITION:

With the following exception(s) as described on the attached which is incorporated by reference hereto. (List of excluded items must be attached and such items described in great enough detail and specificity to identify such excluded items.)

That the records referred to were prepared by person's having actual knowledge of the entries contained therein immediately or soon after the happening of the events or incidents which they purport to depict and were kept in the regular course and scope of my employer's business.

(signature of Custodian of Records) \_\_\_\_\_

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

City: \_\_\_\_\_

**CERTIFICATION OF NO RECORDS**

I hereby declare under penalty of perjury that the following statements are true to the best of my knowledge and belief: A thorough search has been made for the documents, records or other things called for in the Subpoena Duces Tecum or Authorization and, based upon the information provided, no such items were found. No copies or records are transmitted because we do not have said records.

(signature of Custodian of Records) \_\_\_\_\_

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

City: \_\_\_\_\_

FILE #

**PLEASE INCLUDE  
BILLING RECORDS**

PLEASE SIGN - DETACH FROM ENCLOSED, ATTACH  
TO YOUR RECORDS AND MAIL TO ABOVE ADDRESS