

NOTICE OF DEPOSITION

Date: [Date]
Case Name: [Case Name]
Case Number: [Case Number]

To: [Expert Witness Name]
[Expert Witness Address]
[City, State, Zip Code]

PLEASE TAKE NOTICE that, pursuant to the [Applicable Rules of Civil Procedure], the deposition of [Expert Witness Name] will be taken upon oral examination before a certified shorthand reporter at the following date, time, and location:

Date: [Date of Deposition]
Time: [Time of Deposition]
Location: [Physical Address or Virtual Link Information]

The deposition will continue from day to day until completed. You are further required to produce at the time of the deposition the following documents and items:

- A current copy of your Curriculum Vitae (CV).
- All files, reports, notes, and correspondence related to your work on this case.
- Invoices and records of time spent and compensation received for this matter.
- Any literature or materials relied upon in forming your expert opinions.
- [Insert any additional specific documents requested].

Please confirm your receipt of this notice and your availability for the scheduled time. If you have any questions, please contact [Attorney Name] at [Phone Number].

Sincerely,

[Your Name/Attorney Name]
[Law Firm Name]
[Address]
[Phone Number]
[Email Address]

CC: [Opposing Counsel Name]