

UNITED STATES DISTRICT COURT
FOR THE
NORTHERN DISTRICT OF GEORGIA

SUBPOENA TO TESTIFY BEFORE A GRAND JURY

To: City of Atlanta
Department of Law
55 Trinity Avenue, Suite 500
Atlanta, GA 30303

YOU ARE COMMANDED to appear in this United States district court at the time, date, and place shown below to testify before the court's grand jury. When you arrive, you must remain at the court until the judge or a court officer allows you to leave.

Place: Grand Jury # 2-18 Room Number 2037 United States Courthouse 75 Ted Turner Dr., S.W. Atlanta, GA 30303	Date and Time: September 25, 2018 9:00 AM
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You must also bring with you the following documents, electronically stored information, or objects (*blank if not applicable*):

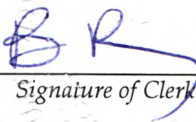
See Attachment

Electronic records should be sent to AUSA Jeffrey W. Davis at jeffrey.davis2@usdoj.gov
Thank you.


ALTHOUGH THE LAW DOES NOT PROHIBIT DISCLOSURE, IT IS REQUESTED THAT YOU DO NOT DISCLOSE THE EXISTENCE OF THIS SUBPOENA. ANY SUCH DISCLOSURE COULD IMPEDE THE INVESTIGATION BEING CONDUCTED.

Date: 8/22/2018

CLERK OF COURT JAMES N. HATTEN



Signature of Clerk or Deputy Clerk

The name, address, email, and telephone number of the United States attorney, or assistant United States attorney, who requests this subpoena, are: Jeffrey W. Davis  404-581-6323 2018R00715/FBI/HostyJ 600 Richard Russell Bldg. 75 Ted Turner Dr., S.W. Atlanta, GA 30303

PROOF OF SERVICE

This subpoena for *(name of individual or organization)* _____
was received by me 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: _____
_____.

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:

SUBPOENA ATTACHMENT

City of Atlanta
Department of Law
55 Trinity Avenue, Suite 500
Atlanta, GA 30303

Please provide the following records:¹

1. From December 1, 2017 to August 20, 2018, all internal and external audit/investigative reports related to or associated with payments between the City of Atlanta and Partnership for Prosperity.
2. From January 1, 2010 to December 31, 2017, all daily calendar information (regardless of form) for M. Kasim Reed and all employees of the Office of the Mayor.
3. From January 1, 2010 to December 31, 2017, all travel and travel justification records for M. Kasim Reed and all employees of the Office of the Mayor.
4. From January 1, 2010 to December 31, 2017, all records related to or associated with the City of Atlanta Purchasing Cards ("P-Cards") for: all employees/members of the Office of the Mayor and the Executive Protection Team, including but not limited to:
 - a. P-Card account statements;
 - b. P-Card applications;
 - c. P-Card signature cards (if applicable);
 - d. P-Card receipts and/or purchase supporting documentation (including but not limited to records to support government travel for which a P-Card was used);
 - e. P-Card reimbursement records and proof of reimbursement;
 - f. P-Card invoices;
 - g. P-Card training materials, sign-in sheets, user acknowledgements and/or use guidelines;
 - h. P-Card signed user agreements; and
 - i. Correspondence with P-Card holders concerning P-Card use.

**ALL PRODUCED RECORDS SHOULD INDICATE THE SUBPOENA
ATTACHMENT NUMBER TO WHICH THE RECORDS ARE RESPONSIVE.**

¹ For this subpoena, "records" means all traditional hard copy records and all electronic records, including but not limited to emails and attachments, text messages, and instant messages.



U.S. Department of Justice
United States Attorney
Northern District of Georgia

Richard Russell Federal Building
75 Ted Turner Dr. S.W., Suite 600
Atlanta, Georgia 30303

Telephone: (404) 581-6000
Fax: (404) 581-6181

8/22/2018

Custodian of Records

Re: Certification of Authenticity of Business Records

Dear Sir or Madam:

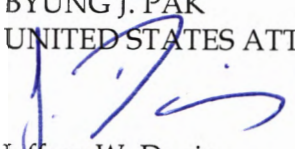
The attached federal grand jury subpoena directs your business to produce certain business records and/or information for use in a federal investigation. At some point in the future, it may be necessary to offer some or all of the documents as evidence in a federal trial in the United States District Court for the Northern District of Georgia. In the past, unless both parties stipulated to the admissibility of business records, it was necessary for a witness from the business to physically appear at trial and testify that the records were authentic, within the meaning of Rule 902 of the Federal Rules of Evidence, and that they were business records, within the meaning of Rule 803(6) of the Federal Rules of Evidence.

Effective December 1, 2000, Federal Rules of Evidence Rules 803(6) and 902 were amended to permit the foundation requirements of Rule 803(6) and the authenticity requirements of Rule 902 to be satisfied under certain circumstances without the expense and inconvenience of producing witnesses. I have attached a Business Record Certification form for a qualified representative of your business to sign. Please review the Certification to determine whether it is an accurate statement with regard to the referenced business records. If the Certification is accurate, please sign and return the original Certification along with the subpoenaed records to the grand jury clerk as directed by the subpoena. There is no guarantee that your business' custodian of records will not have to appear at trial to authenticate the business' records and lay the proper business record foundation. However, when appropriate, the United States Attorney's office will make every effort to use the Business Record Certification attached instead of the testimony of your custodian of records.

If you have any questions, please do not hesitate to contact me at (404) 581-6323.

Sincerely,

BYUNG J. PAK
UNITED STATES ATTORNEY


Jeffrey W. Davis
ASSISTANT U.S. ATTORNEY

Enclosures

IN THE UNITED STATES DISTRICT COURT
FOR THE NORTHERN DISTRICT OF GEORGIA

BUSINESS RECORD CERTIFICATION

I, _____, hereby certify that I have personal knowledge of the business filing records system of the business known as _____, located at the following address: _____. I have reviewed the attached business records, described briefly as follows:

_____, and certify that these business records were taken from the ordinary business records of the entity named herein. I certify further that based upon my review of these records:

- (A) The records were made at or near the time of the occurrence of the matters set forth by, or from information transmitted by, a person with knowledge of those matters;
- (B) The records were kept in the course of the regularly conducted activity of the above-named business entity; and
- (C) The records were made by the regularly conducted activity as a regular practice.

In accordance with Title 28, United States Code, Section 1746, I declare, certify, verify, and state under the penalty of perjury that the foregoing is true and correct.

Executed this _____ day of _____, 20_____.

Signature

Title

Telephone Number of Witness

NORTHERN DISTRICT OF GEORGIA

IN RE: 2018R00715
GRAND JURY PROCEEDINGS

GRAND JURY NO. 2-18

WAIVER OF APPEARANCE
AND
DOCUMENT RECEIPT

I, _____, of _____,

have custody and control of the documents requested in the attached subpoena. I would prefer that:

- () _____
the above-named agent take custody of these documents and present them to the grand jury;
- () I will mail the requested documents via USPS mail or FedEx to: Jeffrey W. Davis, U.S. Attorney's Office, Suite 600, 75 Ted Turner Dr., S.W., Atlanta, Georgia 30303
- () I will email the requested documents to Jeffrey W. Davis at Jeffrey.Davis2@usdoj.gov

in lieu of actual appearance by myself. Submission of the requested documents is fully complied with, this _____ day of _____, 20__.

SIGNATURE OF PERSON SUBMITTING DOCUMENTS

DATE

SIGNATURE OF PERSON RECEIVING DOCUMENTS

DATE

SIGNATURE OF GRAND JURY FOREPERSON