

WISCONSIN STATE ASSEMBLY

2021-2022 Regular Session

Assembly Committee on Campaigns and Elections

LEGISLATIVE SUBPOENA *DUCES TECUM*

State of Wisconsin)
)ss
County of Waukesha)

THE STATE OF WISCONSIN TO:

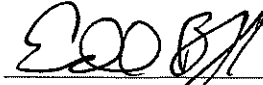
Encore Group (USA) LLC
c/o Chief Legal Officer
5100 North River Road
Suite 300
Schiller Park, Illinois 60176

PURSUANT TO LAW, YOU ARE COMMANDED TO be and appear before the Wisconsin State Assembly's designee, the **SPECIAL COUNSEL**, on **February 9, 2022**, beginning at **9:30 a.m.** at **200 South Executive Drive, STE. 101, Brookfield, Wisconsin**, to produce to the Assembly's designee, the **SPECIAL COUNSEL**, the documents and other items identified on the attached schedule; and you are not to depart or deviate from the terms of this subpoena without leave of the **SPECIAL COUNSEL**.

Failure to comply with this subpoena may constitute contempt of the legislature and is subject to punishment, including incarceration or the levy of attorney's fees and costs.

AUTHORIZATION

BY: 
REP. ROBIN VOS, Speaker
Wisconsin State Assembly

BY: 
EDWARD BLAZEL, Chief Clerk
Wisconsin State Assembly

Signed at 11:30 AM,
Wisconsin on this 10th DAY of
FEBRUARY, 2022.

Signed at 12:21 pm,
Wisconsin on this 10th DAY of
FEBRUARY, 2022.

Committee Designee:
Michael Gableman,
SPECIAL COUNSEL TO THE WISCONSIN ASSEMBLY
P.O. Box 510766
New Berlin, WI. 53151
(262) 202-8722
coms@wispecialcounsel.org

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SCHEDULE TO SUBPOENA *DUCES TECUM*

In accordance with the attached definitions and instructions, you, are hereby required to produce the documents and other items listed below.

In lieu of personal appearance, compliance with this subpoena may be satisfied by emailing the requested records to coms@wispecialcounsel.org or by mailing them to 200 South Executive Drive, STE. 101, Brookfield, Wisconsin (53005)

DOCUMENT PRODUCTION DEFINITIONS AND INSTRUCTIONS

1. In complying with this subpoena, produce all responsive documents that are in your possession, custody, or control, whether held by you or by your past or present agents, employees, and representatives acting on your behalf. Produce all documents that you have a legal right to obtain, that you have a right to copy, or to which you have access, as well as documents that you have placed in the temporary possession, custody, or control of any third party.
2. Requested documents, and all documents reasonably related to the requested documents, should not be destroyed, altered, removed, transferred, or otherwise made inaccessible to the Office of the Special Counsel (OSC).
3. In the event that any entity, organization, or individual denoted in this request is or has been known by any name other than that herein denoted, the request shall be read also to include that alternative identification.
4. The OSC's preference is to receive documents in a protected electronic form (i.e., password protected hard drive, password protected CD, memory stick, thumb drive, or secure file transfer) in lieu of paper productions. Electronic document productions should be prepared according to the following standards:
 - a. If the production is completed through a series of multiple partial productions, field names and file order in all load files should match.
 - b. All electronic documents produced to the OSC should include the following fields of metadata specific to each document, and no modifications should be made to the original metadata:

BEGDOC, ENDDOC, TEXT, BEGATTACH, ENDATTACH, PAGECOUNT, CUSTODIAN, RECORDTYPE, DATE, TIME, SENTDATE, SENTTIME, BEGINDATE, BEGINTIME, ENDDATE, ENDTIME, AUTHOR, FROM, CC, TO, BCC, SUBJECT, TITLE,

FILENAME, FILEEXT, FILESIZE, DATECREATED,
TIMECREATED, DATELASTMOD, TIMELASTMOD, INTMSGID,
INTMSGHEADER, NATIVELINK, INTFILPATH, EXCEPTION,
BEGATTACH.

5. Documents produced to the OSC must include an index describing the contents of the production. To the extent more than one CD, hard drive, memory stick, thumb drive, zip file, box, or folder is produced, each should contain an index describing its contents.
6. Documents produced in response to this subpoena shall be produced together with copies of file labels, dividers, or identifying markers with which they were associated when the request was served.
7. When you produce documents, identify the paragraph(s) or request(s) to which the documents respond.
8. The fact that any other person or entity also possesses non-identical or identical copies of the same documents shall not be a basis to withhold any information.
9. The pendency of or potential for litigation shall not be a basis to withhold any information.
10. If compliance with the subpoena cannot be made in full by the specified return date, compliance shall be made to the extent possible by that date. An explanation of why full compliance is not possible shall be provided along with any partial production, as well as a date certain as to when full production will be provided.
11. If you withhold a document, you must provide a log containing the following information concerning any such document: (a) the reason it is being withheld, including, if applicable, the privilege asserted; (b) the type of document; (c) the general subject matter; (d) the date, author, addressee, and any other recipient(s); and (e) the relationship of the author and addressee to each other.
12. If any document responsive to this subpoena was, but no longer is, in your possession, custody, or control, identify the document (by date, author, subject, and recipients), and explain the circumstances under which the document ceased to be in your possession, custody, or control. Additionally, identify where the responsive document can now be found including name, location, and contact information of the entity or entities now in possession of the responsive document(s).

13. If a date or other descriptive detail set forth in this subpoena referring to a document is inaccurate, but the actual date or other descriptive detail is known to you or is otherwise apparent from the context of the request, produce all documents that would be responsive as if the date or other descriptive detail were correct.
14. This subpoena is continuing in nature and applies to any newly discovered information. Any record, document, compilation of data, or information not produced because it has not been located or discovered by the return date shall be produced immediately upon subsequent location or discovery.
15. All documents shall be Bates-stamped sequentially and produced sequentially.
16. Upon completion of the production, submit a written certification, signed by you or your counsel, stating that: (1) a diligent search has been completed of all documents in your possession, custody, or control that reasonably could contain responsive documents; and (2) all documents located during the search that are responsive have been produced to the OSC.

DEFINITIONS

- A. The term "**Office of the Special Counsel**" ("**OSC**") means Michael J. Gableman in his official capacity as the Special Counsel duly appointed by the Wisconsin State Assembly to investigate matters related to the November 3, 2020, General Election in Wisconsin and related matters, as well as individuals employed by and/or acting on behalf of that Office.
- B. The terms "**you**," "**your**," or "**yours**" means **True the Vote, Inc.**, including its owners, officers, directors, employees, former employees, and subsidiaries, or any entities that have previously acted or are presently acting on its behalf.
- C. The term "**person(s)**" means any natural person or any business, proprietorship, firm, partnership, corporation, association, organization, or other Entity. The acts of a Person include the acts of directors, officers, owners, members, employees, agents, attorneys, or other representatives acting on the Person's behalf.
- D. The term "**document**" means any written, recorded, or graphic matter of any nature whatsoever, regardless of classification level, how recorded, or how stored/displayed (e.g. on a social media platform) and whether original or copy, including, but not limited to, the following: memoranda, reports, expense reports, books, manuals, instructions, financial reports, data, working papers,

records, notes, letters, notices, confirmations, telegrams, receipts, appraisals, pamphlets, magazines, newspapers, prospectuses, communications, electronic mail (email), contracts, cables, notations of any type of conversation, telephone call, meeting or other inter-office or intra-office communication, bulletins, printed matter, computer printouts, computer or mobile device screenshots/screen captures, teletypes, invoices, transcripts, diaries, analyses, returns, summaries, minutes, bills, accounts, estimates, projections, comparisons, messages, correspondence, press releases, circulars, financial statements, reviews, opinions, offers, studies and investigations, questionnaires and surveys, and work sheets (and all drafts, preliminary versions, alterations, modifications, revisions, changes, and amendments of any of the foregoing, as well as any attachments or appendices thereto), and graphic or oral records or representations of any kind (including without limitation, photographs, charts, graphs, microfiche, microfilm, videotape, recordings and motion pictures), and electronic, mechanical, and electric records or representations of any kind (including, without limitation, tapes, cassettes, disks, and recordings) and other written, printed, typed, or other graphic or recorded matter of any kind or nature, however produced or reproduced, and whether preserved in writing, film, tape, disk, videotape, or otherwise. A document bearing any notation not a part of the original text is to be considered a separate document. A draft or non-identical copy is a separate document within the meaning of this term.

- E. The term "**communication**" means each manner or means of disclosure or exchange of information, regardless of means utilized, whether oral, electronic, by document or otherwise, and whether in a meeting, by telephone, facsimile, mail, releases, electronic message including email (desktop or mobile device), text message, instant message, MMS or SMS message, message application, through a social media or online platform, or otherwise.
- F. The terms "**owned,**" "**leased,**" and/or "**used**" means their plain language, as well as the possession or control of the item.
- G. The term "**entity**" means corporation, company, firm, partnership, joint venture, association, governmental body or agency, or Persons other than a natural Person.
- H. The terms "**concerning,**" "**associated with,**" "**relate to,**" "**related to,**" and "**relating to**" mean in whole or in part concerning, reflecting, alluding to, mentioning, regarding, discussing, bearing upon, commenting on, constituting, pertaining to, demonstrating, describing, depicting, directly or indirectly relating to, summarizing, containing, embodying, showing, comprising,

evidencing, refuting, contradicting, analyzing, identifying, stating, dealing with, and/or supporting.

- I. The terms “any” and “all” are to be construed to mean both any and all.
- J. The terms “and” and “or” are to be construed conjunctively and disjunctively, whichever makes the request for documents and things most inclusive.
- K. The term “including” is to be construed to mean without limitation.

The use of the singular form of any word includes the plural form of that word.

- L. The term “third party” includes, but is not limited to, customers and potential customers, vendors, retailers, distributors, consultants, testing and/or manufacturing and testing facilities, manufacturers, and sales representatives.
- M. The term “ballot harvesting” means the use of a government or non-governmental employee, agent, representative, entity, or operative who contacts an absentee voter for the purpose of canvassing that voter about the nature or status of his or her ballot, attempting to influence the voter to cast his or her ballot in a specific manner or for a specific candidate or issue, obtaining the absentee voter’s ballot for delivery to the clerk, U.S. postal facility, or ballot drop box, and/or to enticing, aiding, enabling, or causing the voter to fail to personally mail or deliver a ballot to the municipal clerk issuing the ballot in violation of Wis. Stat. § 6.87.

DOCUMENTS AND RECORDS TO BE PRODUCED

- 1. For the period October 1, 2020 through December 31, 2020, any and all documents related to the provision of services related to the 2020 General Election at the Hyatt Regency Green Bay, 333 Main Street, Green Bay, WI 54301.
- 2. For the period October 1, 2020 through December 31, 2020, any and all documents related to Michael Spitzer-Rubenstein or the National Vote at Home Institute.