

LENGTH OF SERVICE

- You are **“on call”** for **two weeks** and must call the jury hotline (1-866-313-2350) on the date and time indicated on your summons to receive updated reporting instructions.
- You are **ONLY** required to travel to the courthouse when specifically instructed within the two weeks via the recorded message.
- If you provided the Court with a telephone number or email address, *you will receive an automated reminder message for reporting instructions from our Tampa server/caller ID.*

CHECKING STATUS/CONFIRMING REPORTING INSTRUCTIONS

- Check your status (excused or postponed) online by clicking **CHECK YOUR STATUS** or by calling the jury hotline at 1-866-313-2350.
- You must have your 9-digit participant number available in order to check your status. This number appears next to your name on the front of your summons. If you lose your summons, please call the Court. **If you report erroneously, you are NOT entitled to any compensation.**

PENALTIES

Any person summoned for jury service who fails to appear as directed shall be ordered by the District Court to appear forthwith and show cause for his/her failure to comply with the summons. Any person who fails to show good cause of noncompliance with a summons may be fined not more than \$1000, or imprisoned not more than three days or ordered to perform community service or any combination thereof.

****GO PAPERLESS WITH EJUROR****

To use eJuror, simply go to our website, click on Jury Info and then eJuror. You will need your participant number and birth date to use the eJuror system.

USING eJUROR, you can:

- Update your name/address
- Submit your information card
- Request to be Deferred/Excused

TO REQUEST AN EXCUSE

NO oral excuses will be taken over the phone. All requests must be **IN WRITING** via the following methods **no later than 7 days prior to your reporting date. [You must include your completed jury information form when submitting a request]:**

1. **U.S. Mail**
2. **Online:** www.flmd.uscourts.gov
3. **Fax:** 407-835-3857
4. **Email:** ORL_Jury@flmd.uscourts.gov

Use only ONE method to submit your request

- **DO NOT wait until your first day of jury service to request an excuse.** If you do and are excused, the Court will not pay you or give you credit for that day's attendance.
- All letters must be written by you, the prospective juror, and **may not** come from your employer.
- It is the juror's responsibility to verify that a request has been granted or denied.
- If you are 70 years of age or older and do not wish to serve, send us that information in writing and you will be excused from jury service.

COMPENSATION

- If you are instructed to report for jury service, you are entitled to a \$50 attendance fee and the current round-trip mileage rate. Federal employees (except postal employees) are NOT paid the attendance fee, but are reimbursed for other expenses. If you are instructed to report, jurors whose residence is 60 miles (one way) from the courthouse: In addition to regular jury compensation, if you choose to stay at a hotel the night before jury selection, a per diem allowance will be paid to you. Contact the Court for the current per diem allowance and list of hotels.

EMPLOYMENT PROTECTION

- Federal jurors are protected against discharge or coercion by employers as a result of being called for jury service. Check with your employer to see if they have a jury policy and whether they pay their employees' wages or salaries while serving. Letters from employers are **NOT** considered.

AMENITIES

- There is no food service in the building; however, soda & snack machines, water dispenser, refrigerator, and a microwave are located in the building. Restaurants are also in the area for your convenience. Restrooms and telephone are available in the jury lounge.

DRESS CODE

- You are expected to conduct yourself with reserve and courtesy, and, when appearing at the courthouse, you **must** dress appropriately to preserve the dignity of the Court. Proper attire includes **coat and tie for men and similarly appropriate attire for women. No jeans, polo shirts or sneakers.**

PARKING

- Parking (including disabled parking) is available across the street **on the corner of Grove Park Drive and Division Avenue.** The charge for a full day is \$5.00. This parking fee will be included in your jury reimbursement check from the Court.

PUBLIC TRANSPORTATION

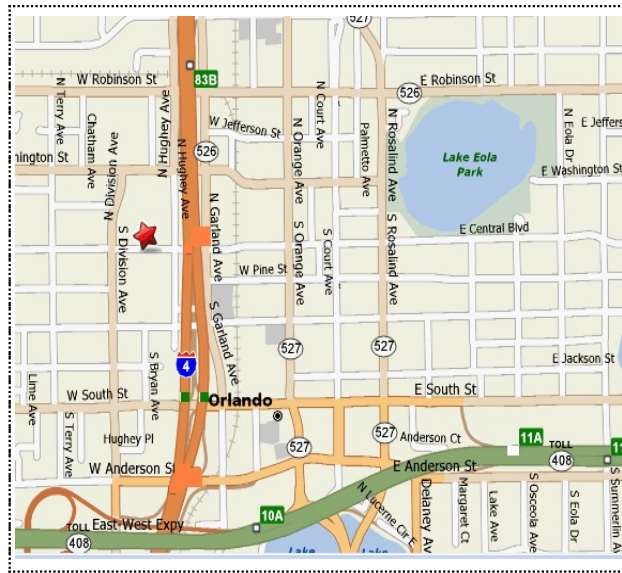
- For **Sun Rail** riders: visit www.sunrail.com for more information. The stop for Federal Court is **Church St. Stop.**
- For **Bus** riders: visit www.golynx.com for more information.

TRAFFIC INFORMATION

- For the latest I-4 construction info: visit www.i4ultimate.com/
- For **up-to-date traffic** info: visit www.fl511.com

CHECKLIST

- ✓ Electronic devices including cellular phones, laptop computers, iPad/tablets, sound/recording equipment, photographic/broadcasting equipment and e-cigarettes **are prohibited.** Wearable technology such as smart glasses, watches or bracelets with internet, cellular or Bluetooth capability are **also prohibited.** **You will not be permitted to bring them into the building.**
- ✓ **All** individuals entering the building are required to proceed through a security checkpoint and have any bags, packages, purses, etc. examined through an x-ray machine.
- ✓ A **valid photo ID** must be shown when entering the courthouse.



DRIVING DIRECTIONS TO PUBLIC PARKING IN FRONT OF COURTHOUSE:

If traveling east on I-4, take Exit 82B (South St.), turn left on South St. Turn right on Division Ave. Parking lot entrance is to your left on corner of Division Ave and Grove Park Drive.

If traveling west on I-4, take exit 84, (Colonial Drive). Proceed straight over Colonial Drive onto N. Hughey Ave. On Hughey Avenue, drive approximately 1 mile, turn right on Washington St. Turn left on Division Ave. Parking lot entrance is to your right on corner of Division Ave and Grove Park Drive.

If traveling from the east, take 408-W, to exit 11A (Rosalind Ave). Turn left on South St. Turn right on Division Ave. Parking lot entrance is to your left on corner of Division Ave and Grove Park Drive.

If traveling from the west, take 408-E to the Exit 10B (I4 East- Daytona Beach). Exit on 83A, (Amelia St.). Turn left on Amelia. Turn left on Hughey Ave. Continue straight. Turn right on Washington St. Turn left of Division Ave. Parking lot entrance is to your right on corner of Division and Grove Park Drive.

The entrance to the Courthouse is on the corner of Central Blvd and Division Ave.

United States District Court

*George C. Young U.S. Courthouse
& Federal Building (Courthouse Annex)*

401 W. Central Blvd, Suite 1100
Orlando, Florida 32801-0100
407-835-4330

www.flmd.uscourts.gov



Welcome to Federal Jury Service.

The Orlando Division has jurisdiction over the counties of **Brevard, Orange, Osceola, Seminole and Volusia.** Your previously completed and returned juror qualification questionnaire qualified you to serve as a juror in this federal court. Your jury service **cannot** be transferred to a superior or county court.

*This is **NOT** Orange County Jury Service.*

THANK YOU for your participation in the Judicial process of this court.