

UNITED STATES DISTRICT COURT

SUMMONS  
FOR JURY  
SERVICE

PLEASE READ  
FURTHER  
INSTRUCTIONS IN  
THE INFORMATION  
INCLUDED WITH THIS  
SUMMONS.



TO:

Participant Number:

**\*\*MUST CALL RECORDED MESSAGE 1-866-313-2350\*\***  
**\*\* AFTER 6 PM TUESDAY, DECEMBER 31, 2002**

**PLEASE BRING THIS UPPER SECTION WITH YOU WHEN YOU REPORT FOR JURY DUTY**

DETACH AT PERFORATION FOR JUROR BADGE

THE COURT SUMMONS YOU TO APPEAR FOR JURY DUTY BEGINNING ON THE DATE, TIME AND PLACE SHOWN BELOW.

LOCATION:

**JUROR**  
UNITED STATES DISTRICT COURT

DATE:  
TIME:  
JUROR NUMBER:

PHONE NO. TO CALL:

**SAMPLE**

\*\*\*Privacy Act Statement: Your social security number is requested on a voluntary basis under authority of sections 6041, and 6109 of the Internal Revenue Code. If you earn more than \$600 in compensation as a juror, the court must inform the Internal Revenue Service using your social security number, and it is helpful to get your number now. Failure to provide your social security number at this time will not disqualify you from serving as a juror, but it may delay jury service payments to which you become entitled.

**JURY INFORMATION FORM**  
DETACH LOWER HALF, RETURN BY MAIL WITHIN 5 DAYS

\* IF YOU HAVE NO HOME PHONE GIVE PHONE NO. OF SOMEONE WHO CAN REACH YOU.

1. LAST NAME <b>01-03</b>		FIRST	MIDDLE INITIAL	2. PHONE HOME (OR OTHER*)	
M A I L A D D R E S S	STREET		P.O. BOX		
	CITY	STATE	ZIP	3. HOW LONG HAVE YOU LIVED IN THIS COUNTY YRS. MOS. THIS STATE	
4. COUNTY		5. PLACE OF BIRTH		6. <input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> SEPARATED OR DIVORCED	
9. AGE		10. ARE YOU EMPLOYED? <input type="checkbox"/> YES <input type="checkbox"/> NO		7. NO. OF CHILDREN	
12. YOUR FIRM OR EMPLOYER'S NAME			13. BUSINESS ADDRESS OR EMPLOYER'S ADDRESS STREET CITY STATE		
14. IF RETIRED, YOUR OCCUPATION BEFORE RETIREMENT			15. SPOUSE'S OCCUPATION (IF SPOUSE RETIRED, OCCUPATION BEFORE RETIREMENT)		
16. ARE ANY CHARGES NOW PENDING AGAINST YOU FOR A STATE OR FEDERAL CRIME PUNISHABLE BY IMPRISONMENT FOR MORE THAN ONE YEAR? <input type="checkbox"/> YES <input type="checkbox"/> NO		17. HAVE YOU BEEN CONVICTED OF A STATE OR FEDERAL CRIME PUNISHABLE BY IMPRISONMENT FOR MORE THAN ONE YEAR? <input type="checkbox"/> YES <input type="checkbox"/> NO		18. IF "YES" WERE YOUR CIVIL RIGHTS RESTORED? <input type="checkbox"/> YES <input type="checkbox"/> NO	
19. DO YOU HAVE ANY PHYSICAL OR MENTAL INFIRMITY WHICH WOULD IMPAIR YOUR CAPACITY TO SERVE AS A JUROR? <input type="checkbox"/> YES <input type="checkbox"/> NO IF ANSWER IS "YES" AND YOU SEEK AN INFIRMITY EXCUSE PLEASE INSERT A LETTER OR A DOCTOR'S STATEMENT		20. ARE YOU A SALARIED EMPLOYEE OF U.S. GOVERNMENT? <input type="checkbox"/> YES <input type="checkbox"/> NO IF "YES", INSERT PROOF THAT YOUR CIVIL RIGHTS WERE RESTORED.		8. SOCIAL SECURITY NUMBER**	
21. ESTIMATED NO. OF MILES ONE WAY FROM YOUR HOME TO COURTHOUSE TO WHICH YOU ARE SUMMONED					

SIGN HERE

I declare under penalty of perjury that all answers are true to the best of my knowledge and belief.

**INSTRUCTIONS FOR JURORS. PLEASE READ CAREFULLY. YOUR COOPERATION IS GREATLY APPRECIATED.**

**REPORTING DATE:** The Court uses an interactive telephone recording system to schedule jurors. The toll-free number is 1-866-313-2350. You must the recorded message on the date and time which appear on the front of this summons. When calling the toll-free recorded message to receive your report instructions, you must have your 9-digit participant number (which appears above your name on the front of this summons) to access the system. instructions will tell you if you are scheduled to report for jury duty on the next working day or when you should call the recording again.

**LENGTH OF SERVICE:** You are "on call" for approximately one month beginning on the date that appears on the front of this summons. You will only required to travel to the courthouse when you are specifically instructed to do so via the telephone recording system (see instructions above). It is unlikely you will be sequestered during your service.

**REQUEST AN EXCUSE:** All requests for excuse or deferral must be **IN WRITING** and submitted to the Jury Staff in the division where your jury service to take place. Please **DO NOT** wait until your first day of jury service to request an excuse. If you do so, and you 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. **NO oral excuse will be taken over the phone in any division.** Requests for excusals may be submitted by U.S. Mail or by using the electronic excuse form on our web ([www.flmd.uscourts.gov](http://www.flmd.uscourts.gov)) Requests for postponements and deferrals must be sent by U.S. Mail to the Jury Staff in the division where your jury service is to take place. When a juror submits a request for excuse, deferral or postponement, **IT IS THE JUROR'S RESPONSIBILITY TO VERIFY THAT THE REQUEST HAS BEEN GRANTED.** To check the status of a pending request for excuse, deferral or postponement (please allow 5-7 business days after submitting your request), call the automated jury information system at 1-866-313-2350 (you must have your 9-digit participant number from the front of your summons in or to use this system), and follow the audio prompts. If you are 70 years of age or older and do not wish to serve, put that information in writing and you will be excused from jury service.

**PARKING:** Jurors may park in any of the pay lots or parking garages located near the U.S. Courthouse. You will be reimbursed for parking expenses. There is limited disabled parking on Duval Street, Monroe Street, Julia Street, and Hogan Street. A disabled juror may park at any parking meter provided that they have a Division of Motor Vehicles disabled hang tag displayed. Call the Jury Staff for additional information.

**ATTENDANCE FEES, MILEAGE & SUBSISTANCE:** Jurors are paid \$40.00 per day plus the current federal government mileage allowance and tolls. U.S. government employees, except postal employees, will continue to receive their regular salary in lieu of an attendance fee. If you live 60 miles or more from the courthouse, a subsistence allowance will be paid to you if it becomes necessary for you to spend the night.

**ATTIRE:** Jurors are expected to conduct themselves with reserve and courtesy and when appearing at the courthouse, to dress appropriately to preserve the dignity of the Court. **Do not bring cell phones, beepers, lap tops, pocket knives or weapons of any kind to the courthouse as you will not be permitted to bring them into the building. A photo ID is required when entering the courthouse.**

**PENALTIES:** Jurors who fail to report to court when instructed to do so may be served by the United States Marshals Service with an order to show cause why the prospective juror should not be held in contempt of court for not appearing as instructed. Upon a finding of contempt, the Court could impose statutory penalties.

**QUESTIONS:** Direct questions to Jury Staff (toll collect, if necessary) at 904-549-6001 or visit the Court's website at [www.flmd.uscourts.gov](http://www.flmd.uscourts.gov) for more information.

**SAMPLE**