



You've been summoned for jury service. Now what?

- The first step in your jury service is to complete the Jury Information Form through eJuror (www.flmd.uscourts.gov/ejuror) or mail the paper Jury Information Form on the lower half of your summons.
- You have been summoned for jury service, but you do not currently have a reporting date. Instead, you are "on call" for the jury trial term listed on your summons. So, before coming to the courthouse, it is important that you confirm that your attendance is required by checking eJuror or calling (866) 313-2350 for reporting instructions as directed on your summons.
- If you are scheduled to report to the courthouse, the reporting instructions on eJuror and the jury phone line will state a time and date to appear. If you are not scheduled to report, the reporting instructions will state your next call-in date. When checking for reporting instructions, you will need your Participant Number from the summons. The court will also send reminder messages by phone, text, and/or email about your reporting date, but please do not rely solely on this communication.

Need to request an excuse or postponement?

- For information about requesting an excuse or a postponement of your jury service, see the instructions and form on the back of your summons.

What to expect on your first day of jury service.

- You may bring a cell phone inside the courthouse, but you will be required to store it in a locker. You will not be permitted to bring your phone into a courtroom. Cameras, laptops, iPads, smart watches, and other electronic devices are not allowed in the courthouse.
- **Bring your license or other photo ID with you.** You must show a valid photo ID at the security entrance.
- After going through security, you will be directed to the jury assembly room where you will be greeted by a staffer, fill out forms, watch an orientation video, and take an oath.
- From the jury assembly room, you will be directed to a courtroom for jury selection. Depending on the case, jury selection can last anywhere from one hour to the whole day. At the end of jury selection, you will find out whether you have been selected to serve on the jury.



Americans with Disabilities Act Notice

- If you have a disability and need special accommodations to serve, contact the Jury Department at (407) 835-4330.

Other Important Information

- **Lost summons.** Call the Jury Department if you lose your summons.
- **Attire.** Jurors are expected to dress in a manner reflective of the formality of court proceedings. This means coat and tie for men and similarly appropriate attire for women. No jeans, shorts, polo shirts, or sneakers.
- **Compensation.** Summoned jurors are generally paid an attendance fee of \$50/day and round-trip mileage at the current government rate. Jurors are also reimbursed for tolls.
- **Overnight stays.** Jurors who live 60 miles or more from the courthouse may be reimbursed for lodging in a hotel near the courthouse. Call the Jury Department for more information.
- **Food.** The courthouse does not have a cafeteria, but jurors can bring food and beverages into the building. A snack machine, water dispenser, refrigerator, and microwave are available for jurors to use. Several restaurants are within walking distance of the courthouse.
- **Employment protection.** Under federal law, an employer must allow time off for jury service. An employee cannot be punished for serving as a juror. But an employer has discretion to determine whether absence for jury service is with or without pay.
- **Penalties.** Failure to appear for jury service as directed may result in a \$1,000 fine, up to three days in jail, and community service.



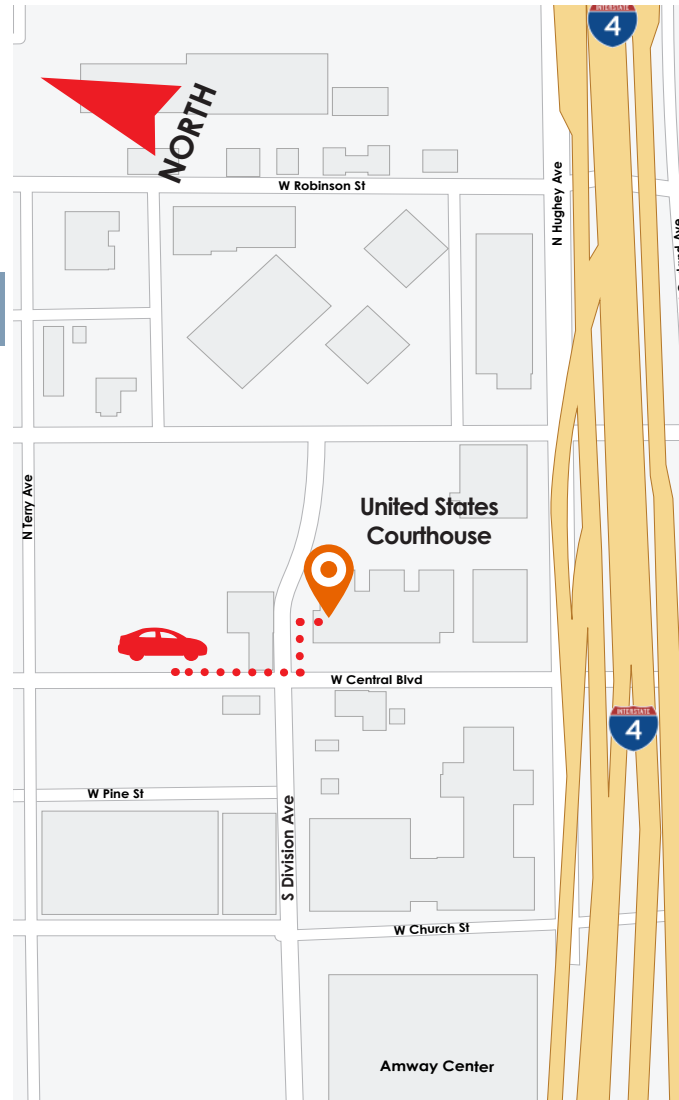
PARKING INFORMATION

- Park in the lot located at 521 W. Central Blvd, across the street from the courthouse and on the corner of W. Central Blvd. and N. Division Ave. The parking fee is at least \$10 and will be reimbursed.
- For disabled parking information, call the Jury Department at (407) 835-4330.

DIRECTIONS TO THE PARKING LOT

- Traveling east on I-4: Take Exit 83 (South St.). Continue on S. Garland Ave and then turn left on W. Central Blvd. The parking lot entrance will be on your right.
- Traveling west on I-4: Take Exit 84A (Colonial Dr.). Proceed straight to take Hughley Ave. until you turn right on W. Central Blvd. The parking lot entrance will be on your right.
- **Public Transportation.** Sun Rail riders: the stop for the courthouse is Church Street Station.

WALK FROM GARAGE TO COURTHOUSE



United States District Court
Middle District of Florida
Orlando Division

Information for Jurors

Questions?
Contact the Jury Department at
(407) 835-4330

Or visit the Court's website at
www.flmd.uscourts.gov/jurors

WHERE TO REPORT FOR JURY DUTY

George C. Young U.S. Courthouse
401 W. Central Blvd, Suite 1100
Orlando, Florida 32801

