



United States District Court Eastern District of Michigan, Ann Arbor Division

JUROR INFORMATION

SECOND NOTICE

YOU MUST COMPLETE A JUROR QUALIFICATION QUESTIONNAIRE

Respond within 10 days of receipt of your summons.

You are legally obligated to complete the questionnaire, regardless of whether you have moved or are requesting an excuse, disqualification or postponement from jury service.

To complete the questionnaire online:

Go to www.mied.uscourts.gov. Click on the eJuror link found on the left hand side under "Online Services."

You can complete the questionnaire from any internet access point, including your smartphone.

Once you access the Court's website:

1. Select the eJuror tab on the left side of your screen.
2. Login into eJuror using your participant number (found on your summons above your name and address), the first three letters of your last name and your date of birth.
3. Follow the prompts and answer each question.
4. Click "submit" and you are done!



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To submit the enclosed paper questionnaire:

Answer all questions, sign and date the form and return it to the Court in the enclosed postage-paid envelope.

If you submit online, you do not need to return the paper form.

REPORTING TO THE COURTHOUSE

Do not report unless eJuror indicates that you need to report OR the recorded instructions tell you to report for jury duty. Jurors who report for service without being instructed to do so will not be paid. Reporting instructions are available online via eJuror or by phone after 6:00 p.m. one business day prior to the date listed on your summons.

To check online via eJuror:

1. Access the court's website at www.mied.uscourts.gov.
2. Click on the eJuror link.
3. Login to eJuror using your participant number to receive your reporting instructions.
4. Click on "Current Status" link.

To check by phone: 800-755-5879

<i>If the message says...</i>	<i>You are required to...</i>
You are not selected, call back	Call back as instructed.
You are rescheduled	Continue to check the automated system again for reporting instructions as directed.
Appear for jury selection	Report to the Courthouse as directed. See the Court's website or the back of your summons for directions and parking information.

Why did I receive this summons?

Your name was randomly selected, based on driver's license records, state ID records and voting records from the state of Michigan. Jurors serving in the Ann Arbor Division of the U. S. District Court for the Eastern District of Michigan are selected from the following counties: Jackson, Lenawee, Monroe, Oakland, Washtenaw and Wayne.

How long will I serve?

Petit (trial) jurors – Most trials in Federal Court last four to seven days, however some may last longer.

The trial schedule will be provided during the jury selection process.

Grand Jurors serve 4-6 days per month for a minimum of six months. Meeting days are Tuesday, Wednesday and Thursday.

You will receive a schedule should you be selected.

I HAVE BEEN SELECTED TO REPORT FOR JURY SELECTION...

What will I need to bring?

A government issued photo ID and your summons form are required to enter the Courthouse.

What should I wear?

Please use good judgment when dressing for jury duty. Conservative dress is recommended

Shorts, t-shirts, flip-flops, tank tops/beach attire, plunging necklines, sweat pants and sweatshirts/hoodies are not appropriate.

What items are prohibited in the Courthouse?

Firearms, pocket knives and other weapons are prohibited.

Please leave cell phones and other electronic devices at home or in your vehicle.

Can I stay overnight?

Jurors residing more than 65 miles (one way) from the Courthouse may come the night before and the Court will reimburse your lodging and subsistence expenses up to \$170.00. **A hotel receipt is required for reimbursement.** Please make your reservations with the hotel directly, and not a third party site. Please tell the hotel that you are a potential juror and ask for the government rate.

Do I get paid for jury duty?

Jurors receive \$40.00 per day for each day of attendance, 57.5 cents per mile driven (calculated as the **shortest route** from your residence) and reimbursement for actual parking up to \$12.00. **Be prepared to provide the Court with your round-trip mileage. You will not be reimbursed for taxi fare.** Federal employees, except Postal Service and FAA employees, are not entitled to attendance fees. Jury payment and reimbursements are made by check and will be mailed to your address following your jury service. **Remember, if you appear for jury service without checking eJuror or calling the Jury Information Line (800-755-5879), YOU WILL NOT BE PAID.**

How can I be excused or deferred to a different date?

You must first complete and submit your juror qualification questionnaire. Requests MUST be made in writing. Jurors may submit requests by mail, fax, email or through eJuror on the Court's website. If you are asking to be excused for medical reasons, you will need to submit a signed statement from your doctor. Requests will not be considered without a completed juror qualification questionnaire. **You are not excused or deferred unless you are notified by the Court.**

BY MAIL:

U.S. District Court, Jury Administrator
Theodore Levin United States Courthouse
231 W. Lafayette Blvd, Room 533
Detroit, MI 48226

BY EMAIL:

federaljury@mied.uscourts.gov

BY FAX:

313-234-5367

What happens if I don't report?

JURORS WHO FAIL TO APPEAR AND WHO ARE NOT EXCUSED OR DEFERRED BY THE COURT MAY BE HELD IN CONTEMPT OF COURT. CONTEMPT PENALTIES MAY INCLUDE A \$1000 FINE, THREE DAYS IMPRISONMENT, COMMUNITY SERVICE, OR ANY COMBINATION THEREOF AS PROVIDED BY TITLE 28, SECTION 1866(G), UNITED STATES CODE.



United States District Court Eastern District of Michigan, Bay City Division

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Why did I receive this summons?

Your name was randomly selected, based on driver's license records, state ID records and voting records from the state of Michigan. Jurors serving in the Bay City Division of the U. S. District Court for the Eastern District of Michigan are selected from the following counties: Alcona, Alpena, Arenac, Bay, Cheboygan, Clare, Crawford, Gladwin, Gratiot, Huron, Iosco, Isabella, Midland, Montmorency, Ogemaw, Oscoda, Otsego, Presque Isle, Roscommon, Saginaw and Tuscola.

How long will I serve?

Petit (trial) jurors – Most trials in Federal Court last four to seven days, however some may last longer. The trial schedule will be provided during the jury selection process.

Grand Jurors serve 4-6 days per month for a minimum of six months. Meeting days are Tuesday, Wednesday and Thursday. You will receive a schedule should you be selected.

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A government issued photo ID and your summons form are required to enter the Courthouse.

What should I wear?

Please use good judgment when dressing for jury duty. Conservative dress is recommended. Shorts, t-shirts, flip-flops, tank tops/beach attire, plunging necklines, sweat pants and sweatshirts/hoodies are not appropriate.

What items are prohibited in the Courthouse?

Firearms, pocket knives and other weapons are prohibited. Please leave cell phones and other electronic devices at home or in your vehicle.

Can I stay overnight?

Jurors residing more than 65 miles (one way) from the Courthouse may come the night before and the Court will reimburse your lodging and subsistence expenses up to \$140.00. **A hotel receipt is required for reimbursement.** Please make your reservations with the hotel directly, and not a third party site. Please tell the hotel that you are a potential juror and ask for the government rate.

Do I get paid for jury duty?

Jurors receive \$40.00 per day for each day of attendance, 57.5 cents per mile driven (calculated as the **shortest route** from your residence). **Be prepared to provide the Court with your round-trip mileage. You will not be reimbursed for taxi fare.** Federal employees, except Postal Service and FAA employees, are not entitled to attendance fees. Jury payment and reimbursements are made by check and will be mailed to your address following your jury service. **Remember, if you appear for jury service without checking eJuror or calling the Jury Information Line (800-755-5879), YOU WILL NOT BE PAID.**

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United States District Court Eastern District of Michigan, Detroit Division

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Your name was randomly selected, based on driver's license records, state ID records and voting records from the state of Michigan. Jurors serving in the Detroit Division of the U. S. District Court for the Eastern District of Michigan are selected from the following counties: Jackson, Lenawee, Macomb, Monroe, Oakland, St. Clair, Sanilac, Washtenaw and Wayne.

How long will I serve?

Petit (trial) jurors – Most trials in Federal Court last four to seven days, however some may last longer. The trial schedule will be provided during the jury selection process.

Grand Jurors serve 4-6 days per month for a minimum of six months. Meeting days are Tuesday, Wednesday and Thursday. You will receive a schedule should you be selected.

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What items are prohibited in the Courthouse?

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Can I stay overnight?

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Do I get paid for jury duty?

Jurors receive \$40.00 per day for each day of attendance, 57.5 cents per mile driven (calculated as the **shortest route** from your residence) and reimbursement for actual parking up to \$15.00. **Be prepared to provide the Court with your round-trip mileage.**

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United States District Court Eastern District of Michigan, Flint Division **JUROR INFORMATION**

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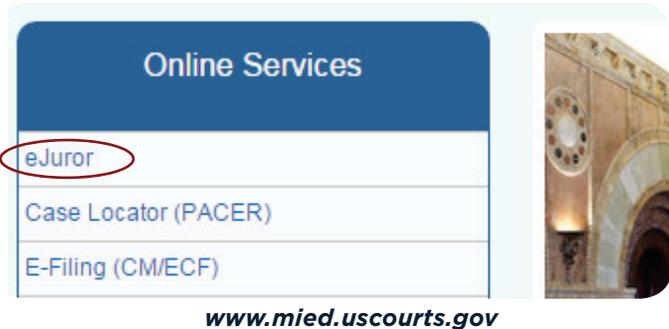
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Appear for jury selection	Report to the Courthouse as directed. See the Court’s website or the back of your summons for directions and parking information.

Why did I receive this summons?

Your name was randomly selected, based on driver's license records, state ID records and voting records from the state of Michigan. Jurors serving in the Flint Division of the U. S. District Court for the Eastern District of Michigan are selected from the following counties: Genessee, Lapeer, Livingston and Shiawassee.

How long will I serve?

Petit (trial) jurors – Most trials in Federal Court last four to seven days, however some may last longer. The trial schedule will be provided during the jury selection process.

Grand Jurors serve two days per month for a minimum of twelve months. Meeting days are Tuesday, Wednesday and Thursday. You will receive a schedule should you be selected.

I HAVE BEEN SELECTED TO REPORT FOR JURY SELECTION...

What will I need to bring?

A government issued photo ID and your summons form are required to enter the Courthouse.

What should I wear?

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What items are prohibited in the Courthouse?

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Can I stay overnight?

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Do I get paid for jury duty?

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United States District Court Eastern District of Michigan, Port Huron Division

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Why did I receive this summons?

Your name was randomly selected, based on driver's license records, state ID records and voting records from the state of Michigan. Jurors serving in the Port Huron Division of the U. S. District Court for the Eastern District of Michigan are selected from the following counties: Macomb, Oakland, St. Clair, Sanilac and Wayne.

How long will I serve?

Petit (trial) jurors – Most trials in Federal Court last four to seven days, however some may last longer. The trial schedule will be provided during the jury selection process.

Grand Jurors serve 4-6 days per month for a minimum of six months. Meeting days are Tuesday, Wednesday and Thursday. You will receive a schedule should you be selected.

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