**Common Questions Regarding Jury Service in Vigo County**

**Is there a senior citizen exemption?** If you are age 75 or over and do not wish to serve, answer questions 1 - 5. You do not have to fill out the rest of the form, just sign and date the back of the questionnaire and return it in the envelope provided. If you are age 75 or over and wish to serve as a potential juror, answer no to question #5 and be sure to complete both sides of the form.

**What if I’m medically unable to serve?** If you’re not medically able to come in to court; check “yes” to question #8, explain your medical condition in the space provided, and complete the form. If you are a caretaker for someone; explain your situation under question #8 and complete the form.

**What do I do if I receive a questionnaire and it’s for the former resident of my address?** If you have opened the questionnaire in error, print your address and write “does not live at this address” on the questionnaire and return it in the envelope provided.If the person is a family member and you have contact with them, you may forward the questionnaire to them so that they may complete the form.

**What if I’ve moved out of Vigo County?** If you have moved, you should complete the name and address portion of the form and also question #11. You must sign and date the form. You must be a resident of Vigo County to participate.

**What do I do if the potential juror receives a questionnaire and he/she is in the military?** Write his/her name on the questionnaire and state that they are active in the military. Provide detailed information under the “remarks” section regarding when you expect them to return. Sign your name to the questionnaire and return it in the envelope provided**.**

**Are college students exempt?** No. You may request a deferment for up to a period of one year.

**How do I get a deferment?** A deferral, requested under oath, may be approved for up to one (1) year upon showing of hardship, extreme inconvenience, or necessity. To request a deferral you must complete the entire form including the deferral section giving reason for request. The length of time granted for a deferral will be determined by the Judge or an appointed court officer. Deferrals must be requested when you return your questionnaire. If you receive a summons for jury duty, you are expected to report. All deferrals and exemptions shall be granted prior to receipt of the summons. If you have questions, contact the Jury Administrator, Lorie Larr, 812-462-3203 or via email a Lorie.Larr@vigocounty.in.gov.

**What if I’m a** convicted **felon?** Complete the questionnaire and return it. When you receive a summons, you need to report, the Judge will determine if you are eligible or not.

What if the person this questionnaire is addressed to is deceased? If the person receiving this questionnaire is deceased, put his/her name on the questionnaire and write “Deceased” return it in the envelope provided.

**How did you get my name?** Names are drawn at the end of the year from a list approved by the Supreme Court. This list is compiled from the Bureau of Motor Vehicles and the Department of Revenue.

**What is a potential juror?** As a Potential Juror, you have been randomly selected from the master pool of names compiled by the State of Indiana from the Bureau of Motor Vehicles and the Indiana Department of Revenue. You have been sent a Juror Questionnaire to complete and return to the Jury Administrator. The questionnaire is for informational purposes only. It does not mean that you have been selected as a prospective juror.

**What is a prospective juror?** A Prospective Juror is a person who has received a summons to appear in Court on a specific date and time for the jury selection process.

**How many courts does Vigo County have?** Vigo County has one Circuit Court, six Superior Courts, and one Juvenile Court. We have both Civil trials (typically 6 person juries) and Criminal trials (typically 12 person juries).

**How long will I have to serve if I’m selected?** When you are summoned to appear, you will take part in the selection of a jury for a trial scheduled to begin that day. If you are not selected, and you stay until you are excused, your term of service will be completed and you may claim exemption from jury service for a period of two (2) years. If you are selected you will be informed of the expected length of the trial. Each day’s session usually begins between 8:00 AM and 9:00 AM, with mid-morning break. The specific time you are to appear will be noted on your summons. You will be given approximately an hour for lunch, and a short mid-afternoon break. Court usually recesses each day between 4:00 and 5:00 PM, although when the trial is completed and the case is given to the jury to decide, the jury may, if necessary, deliberate on the verdict into the evening hours. If you are selected and serve as a juror, you may claim exemption from jury service for a period of two (2) years.

**What is a summons?** When you are selected to be a prospective juror, you will be sent a Jury Summons that will list the day and time that you are to report to court. You will be instructed to call the Jury Information Line 812-232-5588 prior to appearing for jury service. Sometimes we have last minute cancellations that are recorded on the information line. Failure to call the information line and follow instructions will result in nonpayment for your appearance in court. If you appear for jury service and the trial was cancelled and the information recorded on the jury information line, you will not receive payment. If you receive a summons and the trial cancels, you may receive anothersummons later in the month.

**What about my employment?** In accordance with I.C. 35-44-3-10, “a person who knowingly (1) dismisses his employee; (2) deprives his employee of employment benefits; or (3) threatens such a dismissal or deprivation; because his employee has..., served as a juror, or attended court for prospective jury service commits interference with jury service, a Class B misdemeanor.” The Courts will provide, upon request, a letter of attendance for those jurors whose employers require them.

**How much will I be paid?** You will be paid $15 plus mileage for your appearance as a prospective juror, even if you are not selected to serve, if you remain until the Judge has excused you. You will be paid $40 per day, plus mileage for your appearance if you are selected to serve as a juror. Meals are provided by the Courts only during deliberation. Payment for jury service will be mailed to you approximately 30 days following the conclusion of the trial.

**What do I need to wear?** You should wear comfortable, but appropriate, businesslike clothing. Shorts, jeans, tank tops and sweatshirts should not be worn.

**What about Courthouse security?** No guns, knives, razors, scissors, knitting needles, finger nail files, or weapons of any kind are allowed in the Courthouse. You must leave all of these items at home. They cannot be brought into the Courthouse.

**Who can I contact with questions?** Lorie Larr is the Jury Administrator. She can be reached at 812-462-3203.

11/19/13