

# JUROR RESPONSE FORM

**Instructions:** Please read and complete ALL relevant sections of the response form.  
Return this form to the Court within **5 days** of receipt.

## Juror Information – You Must Complete the following:

Juror # \_\_\_\_\_

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street City Zip

Residential Address: \_\_\_\_\_  
Street City Zip

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Email: \_\_\_\_\_ Birthdate: \_\_\_\_\_

### Section 1: **ELIGIBILITY** (Please check any/all that apply):

I am NOT eligible to serve as a juror in Columbia County because:

- I am not a resident of Columbia County. County of residence is: \_\_\_\_\_
- I am not a citizen of the United States. Country of Citizenship is: \_\_\_\_\_
- I have served as a juror for a Federal, Circuit, or District Court within the last 2 years.
- I am under 18 years of age.
- I am over 70 years of age and do not wish to serve.
- I am currently serving a term in jail or imprisonment due to a conviction of a felony offense.
- I am a woman breast-feeding a child and I do not wish to serve.

### Section 2: **CRIMINAL TRIAL JURY AND GRAND JURY ELIGIBILITY:**

No person shall serve on a criminal jury or serve on a grand jury if they have been convicted of a felony or have served a felony sentence within the past *15 years*. If you have a qualifying conviction or sentence, then you are not eligible to be a grand juror or a juror in a criminal action, but you remain eligible to serve as a juror in a civil trial.

Please check one of the following boxes based on the statements above:

- I am eligible to be a grand juror and to sit as a juror in a criminal action
- I am NOT eligible to be a grand juror or to serve as a juror in a criminal action

### Section 3: **EMPLOYMENT AND PAYROLL INFORMATION** (Please check all that apply to you)

*\*Please note that if a juror voluntarily waives the daily per diem juror fee, the juror is also required to waive the mileage reimbursement*

- I am employed
- My employer continues to pay my salary/wages during my term of jury service
- I have an employment agreement that allows me to receive both the juror fees and wages
- I have an employment agreement that requires me to turn over my juror fee to my employer in order to receive a wage or salary during my term of jury service
- I will waive receipt of my *juror fees* and authorize these funds to be donated to the Oregon Judicial Department's "Juror Access Improvement" account
- I will waive receipt of my *mileage reimbursement* and authorize these funds to be donated to the Oregon Judicial Department's "Juror Access Improvement" account

Round Trip Mileage from your home to the Courthouse: \_\_\_\_\_

\*\* If you are requesting to be **DEFERRED** or **EXCUSED**, for any other reason than listed in SECTION 1, complete the necessary information below. The Court will mail you a notice of its decision of your request.

**The Court will not excuse you by telephone unless you are 70 years of age or older.**

Section 4: **REQUEST FOR POSTPONEMENT** (Delaying/Deferring service to another time)

You may request service to be delayed up to *1 year* from the date your current jury service starts. You will receive a deferral confirmation in the mail and will receive a new summons about a month before your new jury service begins.

I request a postponement of jury service to the following month: \_\_\_\_\_

Section 5: **REQUEST TO BE EXCUSED FROM SERVICE** (*All requests must be in writing*)

**Mandatory Standards to be Excused:** If you are age 70 or older on the date of your current jury service, or if you are a woman breast-feeding a child and you request to be excused, the Court must excuse you. Please check the appropriate box provided in Section 1, located on the front side of this form.

**Discretionary Standards to be Excused:** In its discretion, the Court **may** excuse a potential juror from jury service if: (a) the jury service causes you, your family, or your employer undue hardship or extreme inconvenience; or (b) you are the sole care giver for a child or other dependent; and you are unable to afford daycare or make other arrangements for the care of a dependent. (Upon approval, the Court can reimburse you for certified childcare. Please contact the Jury Coordinator for further information.) If you request to be excused under these standards, the Court will weigh the basis for your excuse against the public's need for jurors. The Court may deny a request for excuse under (a) or (b), and require you to serve.

I have a full-time, non-professional obligation to provide care for a child, elderly, sick, or disabled person and alternative arrangements are not possible during regular court hours. Please explain: \_\_\_\_\_

\_\_\_\_\_

I have a medical condition. (**If a medical condition prevents you from serving, the Court requires a letter from your doctor.**) Please explain: \_\_\_\_\_

\_\_\_\_\_

Jury service will cause an extreme hardship. Please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please return this COMPLETED form with any additional paperwork to the Jury Coordinator.

By hitting Submit this form automatically will attach to an outgoing email to  
columbia.jury@ojd.state.or.us

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**\*\* I certify that all information I have provided to be true to the best of my knowledge. \*\***

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

.....  
For Official Use Only

REQUEST TO BE EXCUSED:  Approved  Denied Code: \_\_\_\_\_ MAILED: \_\_\_\_\_ BY: \_\_\_\_\_  
REQUEST TO BE DEFERRED:  Approved  Denied Month: \_\_\_\_\_ IN PERSON: \_\_\_\_\_