

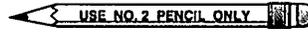


# United States District Court

JUROR ID

## Important Directions for Marking Answers & Signing This Form

Use A No. 2 Pencil



- Do not use ink or ballpoint
- Fill out form on hard surface
- Make heavy black marks that fill in the circle completely
- Erase any changes completely
- Make no stray marks
- Do not write in margins nor in official use only areas

**FOR OFFICIAL USE**

Jurors Please Do Not Write In This Space

Q

X

E

D

Right

Wrong

**TO:** If your name and permanent address are not correct, please make corrections here.

Provide Your Phone Number(s)				County You Now Live In	
Home		Work (Incl. extension)			
Area Code	Number	Area Code	Number & Ext.		

## JUROR QUALIFICATION QUESTIONNAIRE

Please Read Letter On Other Side Before Completing

If another person fills out the form, please indicate that person's name, address and reason why in the "Remarks" section.

Fill In Completely Your Response To Each Question.

1. Are you a citizen of the United States? Yes  No

2. Are you 18 years of age or older? Yes  No

Date of Birth: \_\_\_\_\_ Give your age \_\_\_\_\_

Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

3. Has your primary residence for the past year been in this state? Yes  No

If "No", show under Remarks on reverse the names of other counties or states of primary residence during the past year and show dates. \_\_\_\_\_ in the same county? Yes  No

4. Do you read, write, speak and understand the English language? Yes  No

If your answer to No. 5 or 6 is "Yes" please see notes to Questions 5 and 6 on reverse side.

5. Are any charges now pending against you for a violation of state or federal law punishable by imprisonment for more than one year? Yes  No

6. Have you ever been convicted, either by your guilty or nolo contendere plea or by a court or jury trial, of a state or federal crime for which punishment could have been more than one year in prison? Yes  No

7. (If "Yes"), Were your civil rights restored? (If "Yes", explain on the reverse side) Yes  No

8. Do you have any physical or mental disability that would interfere with or prevent you from serving as a juror? (If "Yes", please see notes to Question 8 on reverse side.) Yes  No

9. EXEMPTIONS

Are you employed on a full time basis as a:

Public official of the United States, state, or local government who is elected to public office or directly appointed by one elected to office Yes  No

Member of any governmental police or regular fire dept. (not including volunteer or non-governmental departments) Yes  No

Member in active service of the armed forces of the United States. Yes  No

10. RACE/ETHNICITY

a. To assist in ensuring that all people are represented on juries, please fill in completely one or more circles which describe you. (See note on reverse side.) Nothing disclosed will affect your selection for jury service.

Black/African American  Asian  American Indian/Alaska Native

White  Native Hawaiian/Pacific Islander

Other (specify) \_\_\_\_\_

11. SEX

Male

Female

b. Are you Hispanic or Latino? Yes  No

12. OCCUPATION (See reverse side)

Are you now employed? Yes  No

Are you a salaried employee of the U.S. gov't? Yes  No

Your Usual Occupation, Trade, Or Business \_\_\_\_\_

Your Employer's Name \_\_\_\_\_

Business Or Employer's Address \_\_\_\_\_

14. Grounds For Requesting Excuse (see Notes to Question 14 on other side).

This section describes certain categories of persons who may be excused from service as a juror. If you are a person in one of these categories listed below and you wish to be excused, fill in completely the circle for the number of your category listed below here:

Or, if you wish to serve, do not show anything here. Persons showing a category of excuse which requires more information must give it on the other side under "Remarks".

13. EDUCATION

Show the extent of your education above grade school Yes No

High school/ GED equivalent

Trade/Vocational school

Above high school

1  2

3  4

5  6

7  8

9  10

15. MARITAL STATUS:  Single  Married  Widowed  Separated or Divorced

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

SIGN HERE

Signature line

Date \_\_\_\_\_

If your address changes after you have returned the questionnaire, please notify the court promptly by letter or post card, addressing it to "Attention: Jury Administrator."

FOR OFFICIAL USE

# United States District Court

Dear Prospective Juror:

Your name has been drawn by random selection, and you are being considered for jury service in the United States District Court. Trial by jury is a keystone of our system of justice. Jury service is, therefore, both an opportunity and an obligation of every American. Jurors will receive mileage and, unless they are federal government employees, an attendance fee for each day of service.

In order for us to obtain some information about you from which we can objectively determine whether you are qualified to serve pursuant to federal law, please complete the questionnaire on the reverse side of this form. You **must** answer every question, with a number 2 pencil, sign, date and **return the form in the enclosed postage-free envelope within ten days.**

**If you are unable to fill out this form, someone else may do it for you provided that person indicates in the "Remarks" section why it was necessary for him or her to do so instead of you.**

If you do not return this questionnaire form, fully completed, within ten days you are liable to be summoned to report at your expense for completion of the questionnaire at this office.

**Do not attach anything to this form.** Please write your comments on the "Remarks" section. **Do not ask to be excused by telephone.**

**If your address changes after you have returned this questionnaire, please notify us promptly by letter or post card, addressing it to "Attention: Jury Administrator".**

Clerk, United States District Court

## Remarks

Use the space below to complete any answers to the questionnaire which require more information or more space. Show the number(s) of questions to which you are further responding.

### NOTES REGARDING THE QUALIFICATION FORM

**Question 3 - RESIDENCE.** If you answered "No", that your primary residence was not in the same state or county for the past year, name the other states and counties of primary residence, and give dates.

**Question 5 and 6 - CRIMINAL RECORD.** If your answer to either question 5 or 6 is "Yes", please show under "Remarks": (a) date of the offense, (b) date of the conviction (or date of pending charge), (c) nature of the offense, (d) the sentence imposed (if a conviction), and (e) the name of the court. One is disqualified from jury service only for criminal offenses punishable by imprisonment for more than one year, but it is the maximum penalty, and not the actual sentence, which controls.

**NOTE - Answer Question 7 only if your answer to Question 6 is "Yes."**

**Question 8 - YOUR HEALTH.** If you claim a mental or physical disability, please explain and/or enclose proof of it in a separate document. **Do not attach anything to the form.**

**NOTE - Do not ask the court to call your doctor.** Any doctor's statement you obtain regarding your physical condition must be sent to the court by you rather than by the doctor.

If you have a physical handicap or disability that would affect, but not prevent, your serving as a juror, and you are willing to serve if reasonable accommodation can be provided, please advise and explain under "Remarks" or by enclosing a separate unattached letter.

**Question 10 - RACE/ETHNICITY.** Federal law requires you as a prospective juror to indicate your race. This answer is required solely to avoid discrimination in juror selection and has absolutely no bearing on qualifications for jury service. By answering this question you help the federal court check and observe the juror selection process so that discrimination cannot occur. In this way, the federal court can fulfill the policy of the United States, which is to provide jurors who are randomly selected from a fair cross section of the community.

**Question 12 - OCCUPATION.** Federal law requires that you answer the questions about your occupation so that the Federal Courts may determine promptly whether you fall within an excuse or exemption category (See Questions 9 and 14).

**Question 14 - GROUNDS FOR EXCUSE.** If one of the categories listed in Question 14 applies to you and you wish to be excused for that reason, fill in completely the circle for your category at Question 14. Please make sure you also give, under "Remarks", such information as may be requested within the excuse category. You may still be qualified to serve if the court determines upon review that you appear to be eligible for service. Other persons may be excused only by showing jury service would cause them undue hardship or extreme inconvenience.

**Box Number 16 - YOUR SIGNATURE.** Be sure you have signed the form. If another person had to fill out this questionnaire for you, that person must indicate his or her name, address and reason why under "Remarks".



## **GO PAPERLESS! Submit your Juror Qualification Questionnaire Form on-line!**

Visit [www.flmd.uscourts.gov](http://www.flmd.uscourts.gov) and click on "Jury Info" to access eJuror today. To log on to eJuror, you will need your nine digit **participant number**. This number is located to the right of your name and address on the Questionnaire (i.e. 10122334). **If you complete the questionnaire online, you do not have to mail it.**

### **INSTRUCTIONS FOR COMPLETING AND MAILING THE JUROR QUALIFICATION QUESTIONNAIRE**

Prior to being summoned, all prospective jurors are sent a "Juror Qualification Questionnaire." Please complete the Juror Qualification Questionnaire and return it to the Court within ten (10) days. A prepaid return envelope has been provided for your convenience. After the Juror Qualification Questionnaire has been reviewed by the Court, **you may or may not be called for federal jury service** within the next two years. Qualified jurors called to report are selected entirely at random.

The Juror Qualification Questionnaire forms are scanned electronically, therefore every question must be answered using a number 2 pencil. If a questionnaire is not completely filled out, unsigned, and/or completed with something other than a number 2 pencil, it will be remailed to you for corrective action. Please be sure to follow the instructions at the top of the Questionnaire explaining how to mark your answers. All Questionnaires must be signed and dated. **Please DO NOT attach anything to the Juror Qualification Questionnaire.**

The following are instructions for answering each question on the Questionnaire form.

#### ***Home, work telephone numbers***

Occasionally, we may have questions about information you provided on your Questionnaire. Without a telephone number, the form must be returned by mail to you for completion.

#### ***County where your house/residence is located***

It is helpful to know in which county your house/residence is located, so you can be placed in the appropriate division's "jury wheel." The county where your house/residence is located is the county in which your physical home (bricks and mortar) is located, not where your mailbox, post office box, or property line is located.

#### ***Question 1 (Citizenship)***

You must be a natural born citizen or be a naturalized citizen of the United States of America to serve as a juror in federal court.

#### ***Question 2 (Age)***

Please give the month, day, and year of your birth. You may be excused if you are over seventy (70) years old **and if you request** to be excused. If you ask to be excused because you are over 70 years old, please fill in your age and the year of your birth AND be sure to fill in the number 1 circle under Question 14.

#### ***Question 3 (Residence)***

If you answered "No" that your primary residence was not in Florida for the last year, name the other state and county of primary residence and give dates.

#### ***Question 4 (English language)***

Are you able to read and write with enough proficiency to fill out this form? Can you speak and understand the English language?

#### ***Questions 5 and 6 (Criminal Record)***

Are there any pending charges against you at this time? Have you ever been convicted of a crime where you could have been sentenced to more than one (1) year in jail? If you answered "Yes" to either of these questions, please give more specific information regarding the offense under "Remarks" on the back of the Questionnaire.

#### ***Question 7 (Criminal Record)***

Only answer this if your answer to Question 6 is "Yes." Were your civil rights restored? That is, can you vote and hold public office? If you are unsure, please write that you are unsure in the "Remarks" section on the back of the Questionnaire.

#### ***Question 8 (Health)***

If you claim a mental or physical disability, please check "Yes" and please explain in the "Remarks" section on the back of the Questionnaire. Please make it clear you are asking to be excused because of your health concerns. **Do not attach anything to the form. Do not ask the Court to call your doctor.**

If you have a physical handicap or disability that would affect but not prevent you serving as a juror, and you are willing to serve if reasonable accommodation can be provided, please check "No" to this question.

**Question 9 (Exemptions)**

Are you employed on a full-time basis as a public official, police officer, firefighter, or are you an **active** member of the armed forces of the United States of America?

**Questions 10 and 11 (Race/ethnicity and gender)**

Federal law requires you, as a prospective juror, to indicate your race/ethnicity. This answer is required solely to avoid discrimination in jury selection and has absolutely no bearing on qualification for jury service. By answering these questions, you help the federal court check and observe the juror selection process so that discrimination cannot occur. In this way, the federal court can fulfill the policy of the United States which is to provide jurors who have been randomly selected from a fair cross section of the community.

**Question 12 (Occupation)**

Federal law requires that you answer questions about your occupation so that the federal courts may determine whether you fall within an excuse or exemption category (see Questions 9 and 14).

**Question 13 (Education)**

What is your educational background - did you complete high school/earn your GED, did you graduate from trade/vocation school, or did you pursue educational opportunities above the high school level?

**Question 14 (Grounds for requesting an excuse)**

Although there are circles numbered 1 through 10 in this section, this Court allows only six (6) possible categories of people who may be excused. These categories are:

1. Persons over 70 years of age;
2. Persons having responsibility for providing in-home care and custody of a child or children under the age of ten (10) whose health and/or safety would be jeopardized by their absence for jury service;
3. Persons who are essential to the care of aged or infirm persons;
4. Persons who have, within the past two years, served on a federal grand or petit jury panel (see 28 U.S.C. § 1866[e]);
5. Voluntary safety personnel servicing a public agency as a non-compensated firefighter or a member of an ambulance or rescue squad; or
6. Persons with arrest powers who are not otherwise exempt, pursuant to Section 7.04 of the USDC-MDFL Jury Plan.

If you fall under one of these 6 categories and you wish to be excused, you must fill in the corresponding circle at Question 14 (either 1, 2, 3, 4, 5, or 6). If you fall under one of these categories and you do not want to be excused, do not fill in any circles at Question 14. **Serving as a juror in your county court is NOT a category of excuse.** If you need to request an excuse, please write a brief note on the back of the Questionnaire, in the Remarks section. **Please DO NOT attach anything to the Juror Qualification Questionnaire.**

**Question 15 (Marital status)**

Are you single, married, widowed, or separated/divorced?

**Question 16 (Signature and date)**

Be sure you have signed the Questionnaire before mailing. If you fail to sign the form, it will be returned to you for signature. If another person had to fill the questionnaire out for you that person must indicate his or her name, address, and reason they completed the form for you under "Remarks" on the back of the Questionnaire.

**YOU MAY ALSO CALL THE FOLLOWING TELEPHONE NUMBERS FOR MORE INFORMATION:**

- 813-301-5474** Tampa Division (serves those in Hardee, Hernando, Hillsborough, Manatee, Pasco, Pinellas, Polk, and Sarasota counties)
- 239-461-2130** Ft. Myers Division (serves those in Charlotte, Collier, DeSoto, Glades, Hendry, and Lee counties)
- 407-835-4333** Orlando Division (serves those in Brevard, Orange, Osceola, Seminole, and Volusia counties)
- 904-549-6008** Jacksonville Division (serves those in Baker, Bradford, Clay, Columbia, Duval, Flagler, Hamilton, Nassau, Putnam, St. Johns, Suwannee, and Union counties)
- 352-369-7411** Ocala Division (serves those in Citrus, Lake, Marion, and Sumter counties)