

IF NOT DELIVERABLE AFTER FIVE DAYS RETURN TO:
OFFICE OF THE JURY COMMISSION
HANCOCK COUNTY COURTHOUSE
300 SOUTH MAIN STREET
FINDLAY, OH 45840

STATE OF OHIO,
COUNTY OF HANCOCK
JURY SUMMONS

OFFICIAL DOCUMENT

**JURY SUMMONS--
DO NOT DISCARD**

OPEN IMMEDIATELY
READ ALL INSTRUCTIONS, FRONT AND BACK.
FILL OUT AND RETURN LOWER
PORTION WITHIN FIVE (5) DAYS.

YOU ARE HEREBY SUMMONED TO BE AVAILABLE AS A TRIAL JUROR FOR THE HANCOCK COUNTY COMMON PLEAS COURT. READ CAREFULLY THE **GENERAL INFORMATION** SECTION ON THE BACK OF THIS SUMMONS. **FAILURE TO FOLLOW THE INSTRUCTIONS MAY CAUSE YOU TO BE CITED FOR CONTEMPT OF COURT.**

WEEK OF AVAILABILITY

**JUROR NUMBER
COURT REFERENCE**

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RETURN THIS QUESTIONNAIRE PORTION WITHIN 5 DAYS OF RECEIPT

JUROR NUMBER

COURT REFERENCE -

NAME _____ BIRTH DATE _____

ADDRESS _____ CITY _____ ZIP CODE _____

HOME PHONE _____ WORK PHONE _____

OCCUPATION AND EMPLOYER _____

MARITAL STATUS: MARRIED SINGLE DIVORCED WIDOW(ER)

EDUCATION: H.S. 1 2 3 4 COLLEGE 1 2 3 4 POST GRAD. _____ OTHER _____

LENGTH OF TIME IN HANCOCK COUNTY _____ RESIDENCE: OWN RENT OTHER

SPOUSE'S NAME, OCCUPATION & EMPLOYER _____

NUMBER OF CHILDREN UNDER 18: _____ NUMBER OF CHILDREN 18 OR OLDER: _____

FOR CHILDREN 18 YEARS AND OLDER, PLEASE COMPLETE THE FOLLOWING:

NAME AGE LIVE AT HOME? OCCUPATION & EMPLOYER

HAVE YOU EVER BEEN CALLED TO SERVE AS A JUROR? YES NO

HAVE YOU OR ANY MEMBER OF YOUR IMMEDIATE FAMILY SERVED AS A WITNESS? YES NO

HAVE YOU OR ANY MEMBER OF YOUR IMMEDIATE FAMILY EVER BEEN SUED? YES NO

HAVE YOU OR ANY MEMBER OF YOUR IMMEDIATE FAMILY SUED ANOTHER? YES NO

ARE YOU EITHER A CLOSE FRIEND OF OR ARE YOU RELATED TO ANY LAW ENFORCEMENT OFFICER? YES NO

HAVE YOU EVER BEEN CONVICTED OF A CRIME? YES NO

IF SO, WHAT TYPE OF CRIME? _____ DATE OF CONVICTION _____

HAVE YOU EVER BEEN THE VICTIM OF A CRIME? YES NO DESCRIBE _____

TO REQUEST AN EXCUSE OR DEFERRAL FROM JURY SERVICE, COMPLETE THE FOLLOWING:

I REQUEST AN EXCUSE OR DEFERRAL FROM JURY SERVICE BECAUSE:

- I no longer live in Hancock County
- I have served as a juror in the past year. Date of Service _____
- I was convicted of a felony. Date of conviction _____
- I have a personal problem (Attached medical excuse)
- I have travel reservations (Attach verification)

R

FOR COURT USE ONLY	
___Excused	___Denied
___Deferred to _____	
Date contacted _____	

FROM

Place Stamp Here

**OFFICE OF THE JURY MANAGER
HANCOCK COUNTY COURTHOUSE
300 SOUTH MAIN STREET
FINDLAY, OH 45840-3309**

/ _____ tape _____ \

GENERAL INFORMATION – KEEP THIS SECTION FOR FUTURE REFERENCE

JUROR INFORMATION

You must complete the juror questionnaire, detach at the place indicated, fold, tape as directed (do not glue), and mail to the Court **within five (5) days.**

PARKING

Park anywhere in the downtown area. In the event you receive a parking ticket, it may be returned to the Court.

LENGTH OF SERVICE

You are summoned to be on call for one (1) week beginning on the date shown on the front of the summons, but if selected as a trial juror, you must serve for the entire trial.

VERIFICATION OF SERVICE

Your service on the jury will be verified in writing each day. You will be paid only for those days you are instructed to report.

REPORTING INSTRUCTIONS

Jurors must call the special answering unit at 424-7002 after 5:00 p.m. the **Friday before** the date on the summons or **any time** on Saturday or Sunday. The answering unit will give you specific reporting instructions. Juror status may also be checked online at www.co.hancock.oh.us/commonpleas

COURT SECURITY

To maintain proper security, all persons entering the courthouse (including courthouse employees) are subject to search and screening. Bags, cases, handbags, briefcases, and parcels may be searched.

JUROR ASSEMBLY

If instructed to report, come to the third floor of the courthouse. Since you may spend some time waiting, a book or other reading material may help pass the time while the Court is tending to matters related to your service.

QUESTIONS ???

Call 419-424-7005. Be sure to leave your name, juror number, and most important, your phone number.

CELL PHONES AND PAGERS MUST BE TURNED OFF DURING COURT PROCEEDINGS.