

### IMPORTANT INFORMATION

## ATTIRE

Jurors should dress appropriately in keeping with courtroom decorum.

# SECURITY

DETACH HERE

When you enter the building, you may be required to go through a magnetometer. All briefcases, purses and packages may be X-rayed by Security. Due to security reasons you may be asked to return to your vehicle any items which could be used as a potential weapon. The following items are prohibited in the building:

Firearms	Knives
Cameras	Video tape recorders
Chemical Sprays	Audio tape recorders
Large Scissors	

## PLEASE BRING A VALID PHOTO I.D. WITH YOU ON YOUR DAYS OF SERVICE.

JUROR RIGHTS: You cannot be discharged by your employer for responding to a juror summons, so long as you provide a copy of this summons to your employer immediately upon receipt.

To report an absense: If illness or emergency prevents your attendance, call (724) 770-4620 between 8:00-8:30 AM.

## **CERTIFICATE OF SERVICE**

If your employer requires proof of attendance, you may obtain a certficate in the Jury Commission office. Please wait until service has been completed before requesting a certificate.

### DISABILITIES

Access to jury service is available to all persons as required by the ADA Act of 1990. If you are a person with a disability and are in need of accommodations, please call (724) 770-4620 no later than 7 days prior to your appearance date.

### LENGTH OF SERVICE

You will probably be required to be at the courthouse for one day or until any trial for which you are selected is completed.

## FEES

### ATTENDANCE:

\$9.00 per day for the first three (3) days, \$25.00 per day thereafter.

#### MILEAGE:

\$.17 per mile from you residence address. (This is not normally considered income for tax purposes.)

### WHEN PAID:

Generally paid ten working days after last day of attendance.

### NO CELL PHONES, PAGERS, FOOD, DRINK OR READING MATERIALS ALLOWED IN THE COURTROOM.



DETACH HERE

# **Guidelines for Juror Information Questionnaire**

Effective July 1, 1999, in accordance with Pa. R.J.A. 103(b), the Supreme Court of Pennsylvania adopted the new Rule of Criminal Procedure 1107, while amending Rules 1104 and 1106, mandating the use of juror information questionnaires in criminal cases. Although you may not be selected to participate in a criminal proceeding, we ask that you complete the following questionnaire. As you will note, the questionnaire requires you to provide confidential personal information along with your yes/no responses to fifteen (15) questions. Please note that the selection process for civil cases is a bit different. If selected to participate in a civil case, questions similar in scope to those required in criminal cases, will be addressed to prospective jurors while you are in the courtroom.

For your ease in understanding and interpreting the nature of each question, you will note that we have included some general guidelines to use when considering your yes/no response. Please fill out the form in its entirety.

Questions 1-7, 13 & 14 are self-explanatory. Please use your best judgement when giving your response to these questions.

Questions #8 & #9 ask whether you would or would not believe the testimony of a law enforcement officer simply because of the position he/she holds and for no other reason. A juror should initially give equal weight to the testimony of all witnesses and only after hearing all evidence and testimony should the juror pass on the credibility and believability of each witness. A juror should not give extra weight or automatically believe or disbelieve the testimony of any witness simply based on who that person is or the job he/she holds.

Questions #10 - #13 deal specifically with your ability and willingness to follow the Court's instruction on the law. Each defendant enjoys certain Constitutional rights which are protected under the law. You are required to follow the rules of law and instructions given to you by the court.