

**14. Can I bring reading materials and work from my office?**

Yes. Feel free to bring reading materials or other work materials, lap tops and cell phones.

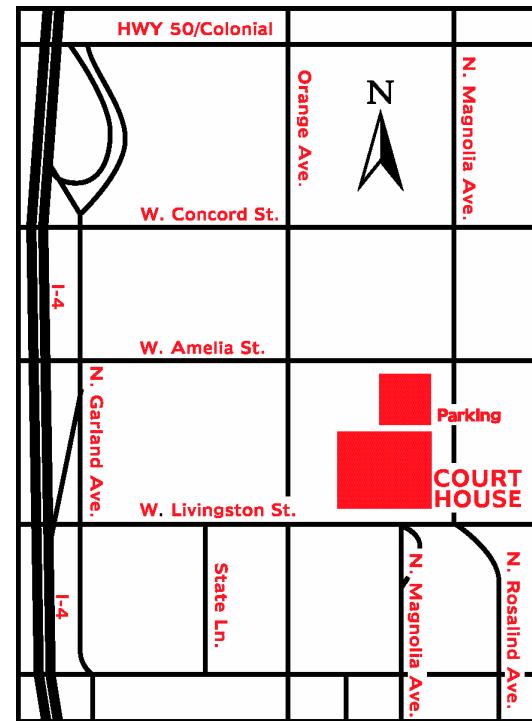
**15. What if I ignore my summons for jury duty?**

Pursuant to Chapter 40 of the Florida Statutes, any person duly summoned as a juror who fails to attend as directed, without sufficient excuse, shall pay a fine not to exceed \$100.00 and, in addition, may be held in contempt of court.

**16. What is the recorded message?**

A recorded telephone message provides jurors with specific reporting information including whether or not they will need to show up for jury duty. You must call 836-2048 after 5:00 p.m. on the business day before you are to report. If the telephone message is not operational, report for duty as directed by your summons. If you do not have a touch tone phone or need assistance, please call 836-2206 before 5:00 p.m. on the business day before you are to report.

**PARKING**



Parking for jury service is available on level 6, 7 or 8 of the **COURTHOUSE GARAGE**. Pull a parking ticket when you enter the garage and bring it with you to jury service for validation. If you park at any other facility, your parking will not be validated and you will have to pay for parking.

**Note:** No in and out privileges - only one validation per juror per day. No back in parking is allowed.

**IMPORTANT NUMBERS**

- Jury Room..... (407) 836-2206
- Hearing Impaired ..... 1-800-955-8771
- Recorded Telephone Message..... (407) 836-2048
- Court Administration ..... (407) 836-2050

**NOTE:** In accordance with the Americans With Disabilities Act, if you are a person with a disability who needs any accommodation in order to participate in jury duty, you are entitled, at no cost to you, to the provision of certain assistance. Please contact Court Administration at 425 North Orange Avenue, Suite 2130, Orlando, Florida, 32801, Telephone: (407)836-2303 within two (2) working days of receipt of the notice to ensure that reasonable accommodations are available. If you are hearing or voice impaired, call 1-800-955-8771.

# JURY DUTY

*in Orange County*



**N I N T H  
J U D I C I A L  
C I R C U I T  
C O U R T  
O F  
F L O R I D A**

*The Ninth Judicial Circuit Court  
of Florida in and for **Orange County**  
Office of the Court Administrator\*

**COURT ADMINISTRATION**  
425 North Orange Avenue, Suite 2130  
Orlando, Florida 32801  
407-836-2050

*The jury process can often be perplexing for a prospective juror. Your participation in this process is extremely important to our common law system of justice. This system affords all persons going to trial the opportunity to have the facts of their case determined by a jury of their peers. The following has been prepared to assist you in understanding the jury process. The Court hopes that you will find jury duty a pleasant and rewarding experience.*

## JURY DUTY

In the past, the list of prospective jurors had been drawn from the voter registration list. Beginning in 1998, the pool of prospective jurors will be persons who possess Florida driver's licenses or identification cards issued by the Florida Department of Highway Safety and Motor Vehicles or who have executed a certain affidavit.

Jury service encompasses one day of service or the completion of one trial. If a prospective juror is not selected for a panel on his/her summoned date, credit will be entered for services rendered for one full year from the summoned date. A request for a deferral must be received in the Jury Room ten days prior to the juror's report date. It is important to note that the Court has a lenient postponement policy. Jury duty can be postponed (only once) to a more convenient time if work or family responsibilities conflict.

With respect to compensation, jurors who are regularly employed and who continue to receive regular wages while serving as a juror are not entitled to receive compensation from the State for the first three days of jury service. Jurors who do not continue to receive regular wages while serving as a juror are entitled to receive \$15 per day for the first three days of jury service. Jurors will be asked to check the appropriate box on the questionnaire regarding compensation. All jurors who serve more than three days are entitled to be paid by the State for the fourth day of service and each day thereafter, at the rate of \$30 per day of service, even if receiving compensation from their employers. No mileage reimbursement is given.

Prospective jurors should call a recorded telephone message (836-2048) after 5:00 p.m. on the business day before they are to report. The Court is attempting to bring in only the number of jurors necessary to meet the needs of the courts. Also, an informational video for prospective jurors is shown daily on Orange County Government's cable access station. Please check local listings for times.

The Ninth Judicial Circuit Court hopes this information has helped you understand the jury process. We welcome your inquiries; please feel free to call the Jury Room at (407) 836-2206 between the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday.

## COMMONLY ASKED QUESTIONS REGARDING JURY DUTY

### 1. How long do I have to serve?

Jury duty will normally last one day or the completion of one trial. A trial may last for one day or a number of days. If not selected to serve on a jury trial after the first day of your service, you will most likely be excused.

### 2. Do I get paid?

Jurors who are regularly employed and who continue to receive regular wages while serving as a juror do not receive compensation from the State for the first three days of jury service. Jurors who do not receive regular wages while serving as a juror are entitled to receive \$15 per day for the first three days of jury service. All jurors who serve more than three days are entitled to be paid by the State for the fourth day of service and each day thereafter, at a rate of \$30 per day of service, even if receiving compensation from their employers. No mileage reimbursement is given. Jurors are not paid the same day as their service.

### 3. Where do I report and what number do I call?

The Jury Assembly area is located in downtown Orlando at 425 North Orange Avenue, Orange County Courthouse, First Floor, Room 180. Call 836-2206 during regular business hours. Jurors should call a recorded telephone message (836-2048) after 5:00 p.m. on the business day before they are to report. Jurors may also check their reporting status on-line at the following link: <http://www.ninthcircuit.org/courtadmin/jury/ntahtml.htm>

### 4. Can I bring my pocketknife or knitting needle?

Please leave all weapons or items that could be used as weapons, at home. Items that are commonly removed from individuals entering the courthouse are: scissors, pocketknives, mace, fingernail files, knitting needles, key chains with associated knives, etc. Confiscated items will not be returned. Please note that all persons entering the building are subject to a security search and will be required to pass through metal detectors.

### 5. Does the court provide child care?

**Childcare Services: A Place for Children**, located on the second floor of the Orange County Courthouse, will provide childcare services for jurors during their term of service. APC accepts children from the ages of 1 - 11. Provided below are the enrollment policies:

- Reservations must be made in advance to ensure proper childcare ratio 407- 836-2108

- Juror badge & photo identification required
- Juror must complete the enrollment paperwork

- Children must be picked up during jury lunch recess and by 5:00pm

- APC provides snacks and drinks for the children

- Juror must provide diapers, bottles, sippy cups, and a change of clothes

- APC will not accept sick children

### 6. Is there free parking?

Parking is free. Please park in the courthouse parking garage on level 6, 7 or 8 and bring your parking ticket with you to jury duty for validation. Entrances to the garage are on Magnolia or Orange Avenues.

If you park at any other facility, your parking will not be validated and you will have to pay for parking.

### 7. What about lunch?

Lunch is approximately from 12:00 p.m. to 1:00 p.m. This time is subject to change. It's a good idea to bring money with you to purchase lunch or bring a "brown bag" lunch. There are many restaurants located within walking distance of the courthouse. Please, no alcoholic beverages. For your convenience, the Jury Assembly room is equipped with snack and drink machines.

### 8. What do I wear?

Please dress appropriately for court. Be comfortable, but neat. Ties and jackets are not required. A good rule to follow is to dress as if it were your case being heard.

### 9. What about wheelchair access to the courthouse and in courtrooms?

In accordance with the Americans with Disabilities Act, persons with disabilities needing a special accommodation to participate in any proceeding should contact Court Administration at 425 North Orange Avenue, Room 2130, Orlando, Florida 32801. Telephone (407) 836-2303.

### 10. What if I have hearing difficulties?

The Court will provide a sign interpreter for individuals with hearing difficulties when requested. If hearing impaired, call 1-800-955-8771. If you do not understand English well enough to follow court proceedings, please contact 836-2303 no later than seven days prior to the summoned date.

### 11. How are jurors summoned?

The pool of prospective jurors is drawn from the Department of Motor Vehicles list.

### 12. What number can I be reached at in case of an emergency?

The number you should provide to anyone wishing to contact you while serving on jury duty is 836-2206.

### 13. What about bad weather?

Unless there is truly severe weather, please make every effort to report for jury duty.