

## **I've been selected for jury duty – now what?**

### **How do I get excused from jury duty?**

In the state of Michigan, no one is automatically exempt from jury duty - everyone who meets the qualifications is eligible.

### **What if I have a conflict with my work schedule?**

We understand that jury duty may make things difficult. However, you cannot be excused in advance from having to appear for jury duty, although you may certainly cite the particular difficulties faced if your name is drawn to respond to questions in the jury box.

### **I have moved out of the area. Do I have to serve?**

If you have moved out of the area you must provide a copy of your driver's license or state ID, front and back, showing your new address. You must fill out the excuse request form (below), attach the requested proof and mail it to the judge. Upon receipt of proof, you will be excused from serving jury duty at this court.

### **How will I be notified to report for a trial?**

You will receive a summons in the mail approximately two weeks before a trial containing the dates to appear.

### **How will I know if the trial has been cancelled?**

Please call the phone number for the court listed on your summons before leaving for the courthouse the day of the trial. Circuit Court 906-663-4963 ext 1; Family Court 906-663-4963 ext 2; District Court 906-663-4611 ext 6.

### **My term is 3 months, does that mean I cannot go anywhere?**

You may travel, however, please note that the court must excuse you from jury duty if your travel plans conflict with a jury trial summons.

### **What about my vacation plans?**

Please fill out the juror excuse request form (below) and submit it with copies of tickets/itineraries.

**What do I do if I live in another state for the winter months?**

If you are a permanent resident only part of the year, you can be rescheduled to dates when you have returned to Gogebic County. You must fill out the excuse request form (below), attach the requested proof and mail it to the judge.

**I am a student and unable to serve during my school term. What can I do?**

You are not exempt from serving jury duty because you are a student. However, you must fill out the excuse request (below), attach a copy of your class schedule and mail it to the judge.

**What if I am unable to serve for medical reasons?**

Requests to be excused due to medical reasons **MUST** be accompanied by a letter from your doctor. A doctor's note *is required* and must state the reason why you should be deferred, including the time period you will be unable to serve. You must fill out the excuse request form (below), attach the requested proof and mail it to the judge.

**What if I believe I have an extraordinary excuse?**

If you believe you have an extraordinary circumstance that may prevent you from serving, you must fill out the excuse request form (below), attach a detailed explanation of why you believe you should be excused and mail it to the judge.

**REQUEST TO BE EXCUSED FROM JURY DUTY**

MCL 600.1333/.1334/.1335/.1336

TO: HONORABLE MICHAEL K. POPE  
Circuit Judge  
Gogebic County Courthouse  
200 N. Moore Street  
Bessemer, MI 49911

Dear Judge Pope:

The undersigned juror or \_\_\_\_\_ acting on behalf  
of \_\_\_\_\_ who has been drawn for jury  
duty during the period \_\_\_\_\_ requests that  
he/she be excused from jury duty for the following reasons (if medical, you must attach  
statement from your doctor or if travel, you must attach copies of tickets/itineraries):

State name, address and phone number of juror (or person applying on behalf of juror).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

phone: \_\_\_\_\_

DATED: \_\_\_\_\_

\_\_\_\_\_  
Signed by juror or person applying  
on behalf of such juror