

NAME: _____ JUROR #: _____

Section 1: DELAYING SERVICE TO ANOTHER TIME

You may request service be delayed to start no later than one year from the date your current jury service starts. You will receive a deferral confirmation in the mail and will receive a new summons about a month before your new jury service begins.

Section 2: GETTING EXCUSED FROM SERVICE

MANDATORY STANDARDS TO BE EXCUSED:

If you are age 70 or older on the date your current jury service or if you are a woman breast-feeding a child and you request to be excused, the court must excuse you. Check the box provided in Section 1 on the Juror Eligibility & Response Form, page 1.

DISCRETIONARY STANDARD TO BE EXCUSED:

In its discretion, the court may excuse a potential juror from jury service if: (a) the jury service causes you, your family or your employer undue hardship or extreme inconvenience; or, (b) you are the sole care giver for a child or other dependent and you attend personally to the dependent during the court’s normal hours of operation and you are unable to afford daycare or make other arrangements for the care of a dependent. If you request to be excused under these standards, the court will weigh the basis for your excuse against the public’s need for jurors. The court may deny a request for excuse under (a) or (b) above and require you to serve.

Section 3: PROCEDURE FOR GETTING DEFERRAL OR DISCRETIONARY EXCUSE

Please explain the nature of the condition, undue hardship, or extreme inconvenience which requires you to be excused or deferred below. All requests must be in writing. The court will not excuse you by telephone unless you are asking to be excused because you are age 70 or older. If a medical condition prevents you from serving, the court **requires** a letter from your doctor. If it is a permanent medical problem, be sure to have your doctor indicate that in the letter. You will need to keep a copy of the letter should you be summoned for jury service in the future. If jury service creates a problem with your place of employment, we **may require** a letter from your employer. **You must** fill out the reason below. The court will mail you a notice of its decision of your request to be excused or deferred. If your request is denied, then you must serve. You must complete the Juror Eligibility and Response Form (page 1) and the Juror Questionnaire (page 2) even if you are asking to be deferred or excused. **Requests must be received at least ten (10) days before your jury service begins.** If the questionnaire does not reach this office prior to orientation, a new one will then need to be completed at that time.

I am requesting that the Court Defer Excuse me from Jury Service because:

I hereby certify the above statement to be true.

Date

Signature

Please return this COMPLETED form with any additional paperwork and your COMPLETED questionnaire to:
Trial Court Administrator’s Office, Attn: Jury Coordinator
Columbia County Courthouse, 230 Strand Street, Saint Helens, OR 97051

Phone: 503-397-2327 (Extension 307) or call 711 for hearing assistance. Website: <http://courts.oregon.gov/Columbia>

FOR OFFICIAL USE ONLY

REQUEST TO BE EXCUSED: Approved Denied Code: _____ By: _____
REQUEST TO BE DEFERRED: Approved Denied Month: _____ By: _____
NOTIFIED BY: MAIL TELEPHONE IN PERSON