



September 4, 2025

Dear Juror:

You have been selected to report for in-person orientation on **October 6th, 2025**, as a prospective juror for the Deschutes County Circuit Court. You must respond according to the instructions which appear on the jury summons.

This is a **Special Jury Panel** which has been drawn for a specific trial that is estimated to last approximately **EIGHT (8)** business days. Jury selection shall commence for this trial on **October 8th, 2025**. If selected, the trial will proceed on **October 8th, 2025, until October 17th, 2025**.

You must call the jury reporting line **(541) 388-5329** (press option #1) or check the Jury Schedule on the website after 6 P.M., **October 3rd, 2025**, for specific instructions for the **Special Jury Panel** to confirm that the trial is still going to occur and that you need to report.

Parking- DO NOT PARK at the Deschutes County Courthouse in any 2-hour parking. Please use your summons as a parking permit and park in the County parking lot on the corner of Wall Street and Lafayette Avenue or in the City of Bend lot behind 70 NW Newport Avenue (park in the back area enclosed by the traffic barriers).

CONFLICTS WITH REPORTING

If you have medical reasons, prepaid vacation plans, or are unable to report on **October 6th, 2025**, you must submit your request for excusal through the online juror portal, per Step 1 on your summons **no later than 10 days** after you receive this summons. There is no deferral option available for the **Special Jury Panel**. The court will review these requests individually and advise whether or not you will need to appear on **October 6th, 2025**. Jurors will **NOT** be excused **October 6th, 2025**, for vacation plans or medical appointments if they have failed to send in written confirmation as directed in this letter.

JUROR ELIGIBILITY

- (1) You will be excused if you fall within the following categories and notify us online through the online portal by **October 1st, 2025**.
- a. 70 years old or older (optional, you are not required to be excused, but you must make your request to the Court if you want to be excused)
 - b. Not a U.S. Citizen;
 - c. Not a resident of Deschutes County;
 - d. Have served on a Federal or Circuit Court jury in the last 2 years.
 - e. You are currently, pregnant/breastfeeding.
- (2) Additionally, if you have been convicted of a felony or served a felony sentence within the last 15 years; **or** you have been convicted of a misdemeanor involving violence or dishonesty; **or** served a misdemeanor sentence on a misdemeanor involving violence or dishonesty within the last 5 years, you are ineligible to serve on this trial. Proof of the conviction will be requested if needed. The Court will review the submission individually and advise whether or not you will need to appear on **October 6th, 2025**.

FAILURE TO REPORT MAY RESULT IN AN ORDER TO SHOW CAUSE REGARDING CONTEMPT OF COURT

SUMMONS DATE: October 6th, 2025