



July 28, 2025

Dear Juror:

You have been selected to report on **September 05, 2025**, as a prospective juror for the Marion 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 **SIX (6)** business days. Jury selection shall commence for this trial on September 05, 2025. If selected, the trial will proceed on September 08, 2025, until September 12, 2025.

You must call the jury reporting line **(503) 588-5371** (press option #4) after 5 P.M. on the evening of September 04, 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.

**Bus-** If you show the summons to any Cherriots bus driver, your transportation to and from the Courthouse on the first day of your service is free.

**Parking- DO NOT PARK** in the Courthouse Parking Structure. Please use your summons as a parking permit and park on the roof of the Marion Parkade, which is located at 538 Liberty St NE, across from Kohl's department store and the Regal Cinebarre Movieland theater on Marion Street. Entrances to the Parkade are located on Liberty, Union and High Streets.

### **CONFLICTS WITH REPORTING**

If you have medical reasons or prepaid vacation plans and are unable to report on **September 05, 2025**, you must submit to the Court a ***current*** letter from your doctor describing your specific medical inability to serve (even if you have provided a letter in the past), or a copy of your prepaid travel itinerary. Such a letter should be delivered to the Marion County Courthouse or mailed to the Jury Office at P.O. Box 12869, Salem OR 97309-0869 **no later than 8 days** after you receive this Summons. This information can also be emailed to [mar.jury@ojd.state.or.us](mailto:mar.jury@ojd.state.or.us). You may also fax this information to the Court at (503) 589-3239. The Court will review these letters

individually and advise whether or not you will need to appear on **September 05, 2025**. Jurors will **NOT** be excused September 05, 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 either online or by phone by **September 01, 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 Marion County;
  - d. Have served on a Federal or Circuit Court jury in the last 2 years.
  - e. You are currently a pregnant/breastfeeding Mother.
  
- (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 should be delivered to the Marion County Courthouse or mailed to the Jury Office at P.O. Box 12869, Salem OR 97309-0869 **no later than 8 days** after you receive this Summons. You may also fax this information to the Court at (503) 589-3239 or email us at [mar.jury@ojd.state.or.us](mailto:mar.jury@ojd.state.or.us). The Court will review the submission individually and advise whether or not you will need to appear on **September 05, 2025**.

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

**SUMMONS DATE:** September 05, 2025