

PLEASE READ REPORTING INSTRUCTIONS CAREFULLY

SUMMONS FOR FEDERAL JURY SERVICE

UNITED STATES DISTRICT COURT ♦ DISTRICT OF IDAHO

PLEASE BRING THIS SUMMONS WITH YOU WHEN YOU REPORT FOR JURY DUTY



YOUR TERM OF SERVICE: SEPTEMBER 2019

One month; one appearance/one trial, regardless of length.

Call 1-800-699-9840 or log into our website after 3 p.m. on the following dates or any time over the weekend for current status and/or reporting instructions.

- Friday, August 30, 2019 for September 3 - 6
- Friday, September 6, 2019
- Friday, September 13, 2019
- Friday, September 20, 2019
- Friday, September 27, 2019

YOUR JURY SERVICE LOCATION:

James A. McClure Federal Building and Courthouse
550 W. Fort Street
Boise, ID 83724



Building opens at 7:30 a.m.

We want you to enjoy your experience as a juror. When you complete this service, we hope that you will leave with a greater understanding of the courts' functions. The right to a jury of one's peers is a precious right and all that serve play a very important role.

YOUR JUROR PARTICIPANT NUMBER:

XXXXXXXXXX

STEP 1

Complete Juror Questionnaire(s)
within 10 days

You must visit the court's website at www.id.uscourts.gov to complete the online Juror Questionnaire(s) within **TEN (10) DAYS** from receipt of this Summons. Please see the step-by-step instructions enclosed.

You will not be receiving paper copies of the Juror Questionnaire(s). If you do not have access to the internet, please call **1-844-868-6769** to request that paper copies be mailed to you. You will need your 9-digit **JUROR PARTICIPANT NUMBER** when calling.

If you do not fill out the Juror Questionnaire(s) online (or request a paper qualification questionnaire) within **TEN (10) DAYS** of receiving this Summons, you may be ordered to appear in front of a Judge and explain why you failed to fulfill your legal obligation, fined up to \$1,000, imprisoned up to 3 days, ordered to perform community service, or any combination thereof.

STEP 2

Check your Current Status

If you are selected to appear for jury selection, you will be provided with detailed reporting instructions. If you are not selected to appear, you will be instructed to check your status again on the following Friday. You will need your 9-digit **JUROR PARTICIPANT NUMBER** which is located above STEP 1.

STEP 3

Selected to Appear for
Jury Selection

If you are selected to appear for jury selection and your report time is in the morning, jurors living 70 miles or more (one way) from the Boise Courthouse are authorized to travel the night before. If jury selection is set to begin in the afternoon, you **will not** be authorized to travel in the day before. You will not be paid for an appearance if you were instructed on the recording not to appear.

Frequently Asked Questions

Reside 70 miles or more (one way) from Boise

If you live 70 miles or more (one way) from the Boise Courthouse, please bring enough clothing to stay the week, in case you are selected to sit on the trial. You have the option of staying in a hotel, with family/friends or driving in/out every day. Once the jury has been selected, the trial will begin.

Compensation

Jurors who are required to report to the Boise courthouse are entitled to a \$50 daily attendance fee (except for federal employees), plus \$0.58 per mile (round-trip).

Jurors who live 70 miles or more (one way) from the Boise courthouse may seek subsistence reimbursement for overnight stay in a hotel which is \$149 per night (\$94 for a hotel, \$55 for meals/incidentals, plus hotel taxes) or \$55 if staying with family/friends.

Please note that if your jury attendance compensation (\$50 per day) exceeds \$600 it is taxable, and you will receive a 1099 at the end of the year. You should receive payment for your service within 30 days after the trial is completed. Report any address changes by calling 208-334-1493 or 1-800-448-6172.

What do I wear?

Jurors should appear dressed in a manner that is respectful of the court, such as business casual.

What about my employment?

Pursuant to the provisions of 28 U.S.C. § 1875, an employee is protected from being discharged, threatened, intimidated, or coerced by their employer because of their federal jury service. Upon request, an attendance certificate can be provided confirming your attendance.

What type of security can I expect?

Picture ID is **required** to enter the parking lot and federal building. Security at the front door is similar to that at the airport. Please remove cell phones, keys and wallets from your person and/or purses before entering the building. Please do not bring items that could be construed as a weapon such as: guns, pocket knives, mace, scissors, razor blades, crochet hooks, knitting needles, and other metal objects. Please also limit excessive jewelry on your person. These items will delay the security check-in.

Parking

There is free parking in the visitor area of the parking lot.

Family Members and Children

Do **NOT** bring family members or children to jury service.

Jury Office Contact Information

Sherry Richter, Jury Administrator 208-334-9476
Hailey Stevason 208-334-1493 or 1-800-448-6172
Fax Number: 208-803-3674

Hardship Excuse?

If you believe jury service would result in an undue hardship, we may offer a one-time postponement. Even if you are requesting a postponement, you are required to **complete the juror questionnaire(s)**. The postponement request is located on the Prospective Juror (second) Questionnaire. If requesting a postponement, you will be asked to provide a month within the next calendar year that you will serve. When selecting a month, please be prepared to keep that month available because a second postponement will most likely be denied.

Requests for Excuse, Postponement and Partial Excuses?

Confirmation of granted or denied excuse requests, postponements and partial excuse dates will be emailed or sent to you by mail within **TEN (10) DAYS** of receipt.

Medical Excuse?

If requesting a medical excuse, you are required to: **complete the juror questionnaire(s) and have your physician fax a medical excuse to 208-803-3674 or email to ejuror_BOI@id.uscourts.gov**

If requesting to be excused for medical reasons, you are required to provide the court with a medical excuse from your physician. If a medical excuse has not been provided to the court, you cannot be excused on this basis. If you are selected to appear for jury selection and you have not provided the court with a medical excuse prior to receiving your reporting date, you will be required to report and participate in the jury selection process.

Local Hotels

When booking a hotel, please advise the hotel that you are a federal juror and ask for the GSA rate. Make sure to book your room as soon as possible due to the limited amount of rooms. The current rate is \$94 plus hotel taxes/fees. Below are some hotel choices: You may stay at a hotel of your choice, but we ask that you do your due diligence when seeking room rates.

- Towne Place Suites..... 208-429-8881
- Residence Inn Boise Downtown.....208-344-1200
- Riverside Hotel..... 208-343-1871
- Springhill Suites Parkcenter208-342-1044
- Courtyard by Marriott208-331-2700
- Holiday Inn 208-344-7444

*this list is just a sample of the many hotels to choose from.