

DATE

County of McKean
SUMMONS TO APPEAR FOR JURY DUTY

You are hereby summoned to appear on _____ at 8:30 a.m. to Court Room 1, McKean County Courthouse, 500 W. Main St., Smethport PA for jury service.

WITHIN THREE (3) DAYS OF RECEIPT OF THIS NOTICE YOU MUST COMPLETE AND RETURN THE ENCLOSED JUROR QUESTIONNAIRE. Failure to complete the questionnaire and/or appear or providing false information could subject you to being held in contempt of court and/or criminal prosecution.

The day before your report date **CALL (814) 887-3330 after 5:00 p.m. *If cases scheduled for your summoned date are resolved, you may not need to report***

Cellphones, computers and video recording devices and food and beverages are not permitted in the courtroom and are subject to seizure.

If you have questions or believe that you are unable to serve ***due to a recognized legal exemption***, please call (814) 887-3444 (weekdays) between 8:30 a.m. and 4:30 p.m. Recognized exemptions include: 1) a medical or other diagnosed condition that prevents you from serving (medical documentation may be requested / required); 2) conviction of a misdemeanor or felony offense (not ARD) that subjected you to a maximum *potential* sentence of a year or more of incarceration or probation. **DO NOT ASSUME THAT, IF YOU LIST A POTENTIAL EXEMPTION ON YOUR QUESTIONNAIRE, WE WILL BE AWARE OF IT PRIOR TO YOUR SUMMONED DATE.** The questionnaires are not reviewed by the court until the date of trial. So – still call prior to appearing if you believe you have a valid / legal exemption from serving.

DO NOT SPECULATE ON OR CONDUCT RESEARCH TO DETERMINE THE CASE(S) YOU HAVE BEEN SUMMONED FOR. Avoid media reports (newspaper articles, radio, etc.) and internet sites (Facebook, Twitter, etc.) regarding cases scheduled for trial. Do not discuss the legal system, what case you may be summoned for, etc. with ANYONE, including other summoned jurors (don't discuss case while waiting in line or in the courtroom).

PLEASE FOLD THE QUESTIONNAIRE WITH THE JURY OFFICE RETURN ADDRESS IN THE WINDOW OF THE ENVELOPE.

Keep this page for your records.