

UNITED STATES DISTRICT COURT FOR THE NORTHERN DISTRICT OF TEXAS

U. S. DISTRICT COURT – DALLAS
NORTHERN DISTRICT OF TEXAS
1100 COMMERCE ST, ROOM 1452
DALLAS, TX 75242-1310



123456789

JANE DOE
1212 MOCKINGBIRD LN, #5555
DALLAS, TX 75223

Have questions? See reverse side.

Court information and eJuror link:
www.txnd.uscourts.gov/jury-service

Juror Qualification Line: 844-707-3817
DallasJury@txnd.uscourts.gov

Your Juror Participant #:
104123456

JUROR QUALIFICATION FORM

You have been randomly selected as a prospective juror for federal court. **This is NOT a summons to appear for jury duty.**

You are required by law to return your qualification form within 10 days.

Please use eJuror to submit your responses online. It is fast and secure!

From your computer or mobile device, it takes approximately ten minutes to complete. Your information is protected by Secure Socket Layer technology – the leading protocol for safe data transfer over the Internet.

1. From our website, www.txnd.uscourts.gov, click Jurors, then eJuror.
2. Enter your Juror Participant number: **104123456** and other required information.
3. As you answer the questions:
 - Do not use your Internet browser navigation buttons. Use the “Back” and “Next” buttons at the bottom of the screen to move between pages.
 - To receive confirmation of your submission, enter your email address when prompted. Ensure that emails from DallasJury@txnd.uscourts.gov are sent to your inbox and not a spam or junk folder. (The court does not release your email address to anyone.)
 - If you experience a problem, close all web browsers, then open a new web browser and log in again.

Alternatively, you may return the form in the enclosed postage-paid envelope.

FREQUENTLY ASKED QUESTIONS

1. How was I selected to receive this notice?

Your name was randomly drawn from source lists provided by the State of Texas that include persons living in this district's 100 counties who are registered voters or licensed drivers/state ID card holders.

2. Why did I receive this since I have been excused before for a reason that has not changed?

Fresh source lists are used to create a new jury wheel every two years, and names must be periodically drawn to receive a questionnaire without regard to prior excusal. Thank you for completing it.

3. What if the addressee is deceased or does not live at the residence?

Please call the Juror Qualification Line at 844-707-3817 and select the appropriate reporting option.

4. What should I do if I am unable to serve due to mental or physical disability?

Answer all questions and respond "Yes" to the disability question. Explain how the condition would interfere with or prevent jury service so the Court can determine if it disqualifies you. If you wish to submit a doctor's letter, you may email it or use the envelope provided. (If you are assisting someone who is unable to complete the questionnaire, you may answer to the best of your ability and explain why your help was necessary. If you know the recipient's birth date, you may use eJuror.)

5. What should I do if I need to be excused due to hardship?

Under federal law, you may only be excused during the qualification phase if you are over 70 years of age; have appeared for service as a federal grand or petit juror within the past two years; or serve without compensation as a volunteer firefighter or member of a rescue squad or ambulance crew for a federal, state, or local government agency. Answer all questions and select the excuse that applies in the grounds for excuse question.

If you have a different hardship, you can request to be excused ***if you are summoned***.

6. What happens next?

The court will review your questionnaire. If you are qualified to serve, your name *may* be randomly drawn within the next two years to receive a summons for jury duty. Persons who have a hardship may request postponement or excuse at that time. However, if you are disqualified or automatically excused for one of the limited reasons explained in FAQ #5, you will not receive a summons.

7. What should I do if receive a call demanding money because I did not report for jury duty?

Do not pay the person and report the call to us immediately. Although you could be fined for failure to comply with jury instructions, that would not occur without proper notice and a court hearing.