

DECATUR COUNTY CLERK'S OFFICE

Cecilia Willis, Clerk of Superior Court

P.O. Box 336
Bainbridge, Georgia 39818

Phone 229-248-3025

Fax 229-248-3029

Dear Prospective Juror,

Your name has been selected for consideration for jury service in the Decatur County Superior and State Courts. **This is NOT a summons for jury service.** It is a questionnaire that will be used to obtain information about you to determine your qualification to serve as a juror. Failure to complete the enclosed questionnaire will not prevent you from becoming qualified as a juror.

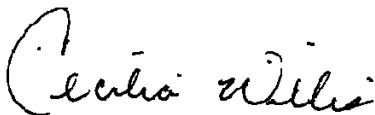
You may have assistance completing this form if necessary; however, the person helping you must put their name in the remarks section along with why it was necessary for them to help you.

You will find two questions, 9 and 11, which concern grounds for exemption from jury duty. If you have a disability that prevents you from serving as a juror or if you are 70 or older and **DO NOT** wish to serve as a juror please turn this page over and complete one the affidavits. You will find two affidavits on the reverse side of this letter. If you qualify for an exemption based on age and disability you only need to complete ONE of the affidavits.

If you have changed addresses recently and this notice was forwarded to you by the Post Office please notify the Clerk of Court so your current address can be filed. If you are no longer a resident of Decatur County please answer "NO" on question 4.

If you have questions or comments regarding this process please call the Clerk's Office, 248-3025. Please read the reverse side of this document for the most commonly asked questions regarding the juror questionnaire.

Sincerely,



Cecilia Willis
Clerk of Superior Court

Why did I get this form?

For many reasons existing jurors become unable to report for jury duty. Periodically the juror source list needs to be updated and new names need to be added. The purpose of this form is to qualify new potential jurors. This form will disqualify some and qualify some. It is important that you complete the juror questionnaire and return it promptly using the envelope provided.

How did you get my name?

Your name came from a variety of sources. One common belief is only “registered voters” are called for jury duty. Changes in the law made other lists available for use by the jury commission to replenish the jury source list. One such list is from the Department of Motor Vehicles list. If you have or had a driver’s license your name appears on the “DMVS list.” Your name may have been pulled from that list.

What happens if I don’t complete and return the questionnaire?

Each of the questionnaires is numbered so each questionnaire sent out MUST be accounted for. The Jury Commissioners will seek additional methods to gain necessary information on all questionnaires not returned. Simply not returning the questionnaire will not exclude you from jury service.

I am over 70 and wish/do not wish to serve as a juror. What should I do?

If you are over 70 and **DO NOT** wish to serve as a juror you simply complete the age exemption certificate on the back of the questionnaire but you **MUST** complete the questionnaire regardless. If you are over 70 and **wish to serve as a juror** simply complete the questionnaire and **DO NOT** complete the age exemption certificate on the back of the questionnaire.

I do not live in Decatur County. What should I do?

If you do not live in Decatur County answer the questionnaire and mark question number 4 appropriately.

This is the second questionnaire I’ve gotten. Why have I received two and do I have to complete this one too?

The Federal court also qualifies jurors in a similar manner. Recently, the Federal Court System called additional jurors, which made it necessary to complete a questionnaire in order to qualify/disqualify them. This questionnaire is for your local courts, Superior and State. It has been several years since a jury revision was completed so it is necessary for you to complete this questionnaire.

I am a full time student and am living in the area where I attend school. Do I have to complete the questionnaire?

Yes, you have to complete the questionnaire.

I have a permanent disability and cannot serve due to that disability. What should I do?

Complete the questionnaire and mark question number 9 accordingly. You may also complete the exemption certificate for person(s) with disabilities on the back side of the questionnaire.

I have personal, religious, or philosophical reasons for not wanting to serve on a jury. What do I do?

You complete the questionnaire and list your concerns in the remarks section.

I have been convicted of a felony and/or have pending felony charges. Do I have to complete the form?

Yes, you have to complete the form. Mark question 8 appropriately. If you have had your civil rights restored please indicate that in question 8 too.

What if I have been called for jury duty the in the last two years?

Complete the form and indicate you were called for jury duty in the last two years in the remarks section.

I’m not sure I’m eligible to serve as a juror. What do I do?

Complete the form. The Jury Commissioners will determine your eligibility.

I have a question not listed here.

Call 248-3025