

# **JUROR INSTRUCTIONS**

## **Upon Receipt of Jury Summons:**

### **COMPLETE AND RETURN THE JUROR QUESTIONNAIRE.**

The questionnaire enables the court to have the necessary information for mailing juror fees and to reach you if the need arises.

### **CONTACT THE OFFICE IMMEDIATELY IF:**

- You are no longer a resident of Meriwether County.
- You are a convicted Felon who has not had your rights restored.
- You are not a U.S. Citizen
- Your Street or Mailing Address has changed.

### **\*\*\*CALL IN BEFORE REPORTING FOR JURY DUTY\*\*\***

**706/672-4421 or 706/672-4416.**

You must call the Clerk's Office the DAY BEFORE your scheduled Jury service to find out if you need to report for Jury Duty. If you are scheduled to report on Monday, please call on Friday between 3PM-5PM

**You will not be paid for service; if you do not need to report.**

### **WHEN REPORTING FOR JURY DUTY**

- Report to the Courtroom stated on your Summons
- Do not wear shorts or hats.
- Turn off cell phones and other electronic devices when in courtroom.
- No food or drink allowed in courtrooms.

**If you have any questions or if any problems arise before or during your service as a Juror, do not hesitate to contact the Clerk's Office at 706/672-4416, we will be glad to assist you. The Office is located on the 1<sup>st</sup> floor of the Meriwether County Courthouse. Office hours are M-F 8:30 AM to 5:00PM**

Thank you for Serving Meriwether County

Kyemeshia "Kye" T. Gibson,  
Clerk of Superior/Juvenile Court