

# Excuse Request

To request a postponement or excuse, please supply the information below:

Panel Name:

Juror ID Number:

Last Name:

First Name:

Address:

Home Phone:

(i.e., 555-555-5555)

Work Phone:

(i.e., 555-555-5555)

## Check the appropriate selection:

I am unavailable on certain dates during my month(s) of service.

I wish to be postponed.

I wish to be excused.

Please give detailed information regarding the reason(s) for your **postponement** or **excuse** request in the box below. If you are requesting a **postponement**, what other months are you available for jury service? List the day(s) you are unavailable and the reason(s) in the box below. Depending on the number of days you are unavailable, you may be deferred to another term of service. If you are requesting to be **excused** for **medical reasons**, you must submit a letter from your physician under a separate cover.

Do not assume your request will be granted. You will be notified via letter or phone regarding the Court's decision of your request.

Signature

Date