

JURY EXCUSE LETTER

To: _____

Clerk of the Court / Jury Administration

Court Name: _____

Court Address: _____

From: _____

Full Name: _____

Address: _____

City, State, ZIP: _____

Telephone Number: _____

Re: Jury Duty Excuse Request

To Whom It May Concern: I am writing to respectfully request to be excused from jury duty at this time. Due to the circumstances described below, I am unable to serve as a juror in compliance with the summons. This request is made in good faith and in accordance with applicable United States laws and court rules. Reason for Excuse Request:

Supporting Information: Please find below pertinent details and affirmations relevant to this request: 1. Legal Grounds: I assert that my excuse request complies with the statutory provisions governing jury service, including but not limited to undue hardship, public necessity, medical incapacity, employment obligations, or other lawful reasons. 2.

Affirmation: I affirm that the information provided herein is true and accurate to the best of my knowledge and belief.

3. Commitment: I understand the importance of jury service and intend to fulfill this civic duty at a future date when circumstances permit. I respectfully request that the court grant this excuse or defer my jury service accordingly.

Enclosed are any pertinent documents supporting this request. Thank you for your consideration.

Sincerely,

Signature: _____

Printed Name: _____

Date: _____

Important Notice:

Providing false information or making fraudulent excuses to avoid jury duty is a violation of state and federal law and may result in penalties including fines or other sanctions. This letter should only be used for legitimate requests in compliance with governing regulations. For further information or assistance, please contact the court's jury

administration office.

For Court Use Only:

Excuse Request: _____

Date Received: _____

Approved / Denied: _____

Comments: _____

Authorized Signature: _____

Date: _____

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