

### ADA Accommodation (Continued)

If you are requesting a reasonable accommodation, to be excused, or to postpone your service:

To help the court plan, please submit your written request for an accommodation, to be excused, or to postpone jury service as soon as possible. If you ask to be excused or postponed from jury service on the day you are scheduled to report, your request will probably not be granted.

## Receiving the Summons for Jury Service

After returning the questionnaire, if eligible, you will receive:

- A Welcome Letter from the clerk with court-specific information and tips to improve your jury service experience.
- A Summons for Jury Service telling you when and where to report.
- A Confidential Court Card to fill out and bring with you on your first day.
- A Juror Number Card.

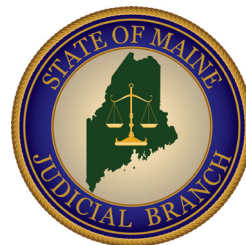
**If you have questions, please contact the Superior Court clerk's office for the county where you have been asked to serve.**

**You can email the appropriate jury clerk at the email address listed on the back of this brochure.**

## Jury Email Addresses for Maine Superior Courts

**Have questions?** Contact the Superior Court clerk's office for the county where you have been asked to serve.

JuryInfoAndroscoggin@court.maine.gov  
JuryInfoAroostook@courts.maine.gov  
JuryInfoCumberland@courts.maine.gov  
JuryInfoFranklin@courts.maine.gov  
JuryInfoHancock@courts.maine.gov  
JuryInfoKennebec@courts.maine.gov  
JuryInfoKnox@courts.maine.gov  
JuryInfoLincoln@courts.maine.gov  
JuryInfoOxford@courts.maine.gov  
JuryInfoPenobscot@courts.maine.gov  
JuryInfoPiscataquis@courts.maine.gov  
JuryInfoSagadahoc@courts.maine.gov  
JuryInfoSomerset@courts.maine.gov  
JuryInfoWaldo@courts.maine.gov  
JuryInfoWashington@courts.maine.gov  
JuryInfoYork@courts.maine.gov



To learn more about jury service in Maine please visit:  
[www.courts.maine.gov/juror](http://www.courts.maine.gov/juror)

# YOUR GUIDE TO JURY SERVICE IN THE MAINE COURTS



Maine Judicial Branch  
Administrative Office of the Courts

# AN OVERVIEW OF JURY SERVICE IN MAINE COURTS

**Serving as a juror is one of the most important and rewarding civic duties a citizen can perform.**

Jury service is key to preserving the fundamental right to trial by a jury of one's peers. Thank you for your willingness to serve!

## Why Have I Been Contacted?

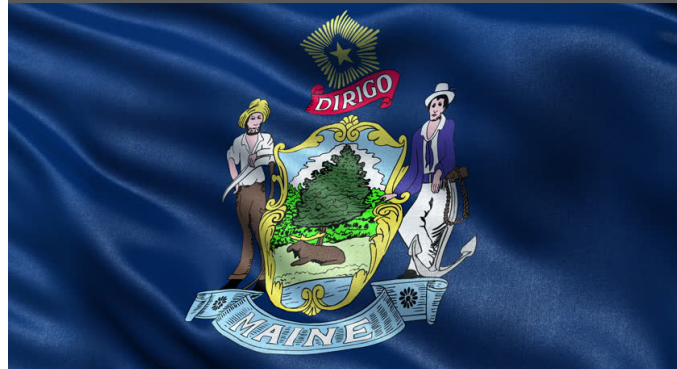
You have been contacted because your name was selected at random by the Maine Bureau of Motor Vehicles from a list of residents in your county. The first step in the process is to determine if you are eligible to serve by answering the questions on the **Juror Qualification Questionnaire** and returning it to the clerk's office. **If you do not currently live in the county listed on the questionnaire you received, make note of this on the Questionnaire. You can only serve in the county in which you live.**

## Asking to be Excused or Postponing Service

The court has the authority to **excuse** or **postpone** jury service for those who are not exempt from serving. Service can be excused or postponed if you show that serving would be an **1) undue (excessive) hardship** or **2) extreme inconvenience**; **3) public necessity**; or **4) you are unable to perform jury service because of a physical or mental disability.**

**Being excused from jury service.** Excusals are granted for serious reasons only. If you ask to be excused for medical reasons, you must provide a note from your doctor. Please note: your employer cannot provide an excuse for jury service and may not penalize you because you have been summonsed for jury service.

**Postponing jury service.** If you want to postpone service, you must submit a request in writing that includes why and when you can serve in the future. The court will do its best to limit any extreme inconvenience, financial, or other hardship because of a conflict or obligation that cannot be changed.



## EXEMPTIONS

The qualification questionnaire has questions about exemptions from serving. **You are not required to serve if:**

- You are 80 years or older.
- You are a member of the armed forces on active duty.
- You previously served as a juror within 5 years of the date of the summons or have served three times in total.

If you are exempt from serving, you still have the option to serve if you wish.

## What to Know

**Length of jury service.** The length of your jury service varies depending on how many cases are scheduled for trial in a particular month. Service is usually no longer than 1 or 2 days for jury selection and an additional 2-3 days for each jury trial, if you are picked for a jury. The judge will explain the expected time commitment in more detail to you and other jurors.

**Juror pay.** Maine law sets the pay that jurors receive at \$15 per day plus \$.50 per mile for travel reimbursement.

**ADA Accommodation.** The Judicial Branch complies with the Americans with Disabilities Act (ADA) and by Maine law does not discriminate against jurors based on disability. If you need a reasonable accommodation, please go to [www.courts.maine.gov/ADA](http://www.courts.maine.gov/ADA) or email [accessibility@courts.maine.gov](mailto:accessibility@courts.maine.gov). If you are deaf or hard-of-hearing you may dial 711 from your video relay or teletype device to communicate with the court.