

# **Important Information Regarding Jury Service at the Orange Superior Court Criminal and Civil Divisions**

## **Juror Reporting Instructions**

Call the juror phone at 802-685-4610 ext. 5 the night before you are scheduled for jury service for reporting instructions. Calling is very important as draws are sometimes cancelled.

## **Location and Parking**

We are located at 5 Court Street, Chelsea, Vermont. The courthouse does not open before 8:00 am

Non metered parking is available around both the North and South commons (the courthouse is located at the head of the South common).

## **Time Commitment Expectations**

There is a jury draw scheduled once each month when the complete panel of jurors meets for one day to get assignments for specific trials. The computer makes all selections randomly. Each trial you are drawn for will have a jury of twelve and two alternates unless the attorneys agree otherwise. Your commitment is for up to three jury draws and up to three trials.

## **What To Expect at a Jury Draw**

Court staff will greet you and present a general orientation, answer your questions and discuss your concerns. The judge will then discuss our system of justice and answer your questions. The rest of the day will be spent drawing juries from your panel for specific trials. Plan to stay at court until at least 4:30pm.

## **Emergencies/Reporting Absences/Excuses**

If you have an emergency which affects your jury service, please call 802-685-4610 and speak with Lisa Eastman or Samantha Spinella or email: [jud.jury@vermont.gov](mailto:jud.jury@vermont.gov)

Medical excuses are given first priority. A note from your physician must accompany all medical requests. The court always works with you to plan around

scheduled appointments, vacations, or business hardship. We try to minimize the disruption that jury service might cause you.

## **Lunch**

Lunch is normally one hour. There are limited places to buy lunch, you may want to consider bringing lunch and eat in the jury room. There is one convenience store and one restaurant available in Chelsea at this time.

## **Miscellaneous**

Please note that anyone entering the building may be screened by a court security officer. You may not bring weapons into the courthouse.

Due to the nature of jury service and the court process itself, there are often periods of waiting. You may bring reading material to pass the time. There are brief recesses throughout the day. No childcare is available.

The court provides jurors with a comfortable, secured waiting area for use between sessions in the courtroom. Facilities include coffee service, a refrigerator, a telephone and restrooms. You may also bring beverages, snacks, and/or lunch.

Smokers will be directed to a designated area outside the building.

## **Other Concerns**

If you have any special needs please bring them to the court clerk's attention. All electronic devices, including cell phones, must be turned off while court is in session.

Hearing assistance devices can be made available.