

Important Information Regarding Jury Service at the Rutland Superior Court Civil Division

Juror Reporting Instructions

Call the juror phone at 802-775-4430 after 5:00pm the night before you are scheduled for jury service for reporting instructions.

Location and Parking

We are located at 83 Center Street, Rutland, VT. at the intersection of Court and Center Streets in Rutland, across from the Rutland Free Library.

Free parking is available in the West Street parking lot adjacent to the Grace Congregational Church. Please do not park in the parking spaces closest to the church marked by shrubs. Metered parking is also available on the streets in the vicinity of the Courthouse.

Please use the door on the Court Street side of the Courthouse marked JURY ENTRANCE. A deputy sheriff will be at the door to let you in.

Time Commitment Expectations

The jury service for which you are reporting is a jury draw day. This will last from 8:30am until approximately 4:30pm, with an hour for lunch. If you are selected for a jury trial during the jury draw, the judge will advise you of the trial date and probable trial duration. The average jury trial lasts from 2 – 3 days.

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 802-775-4394 as soon as possible after 8:00am that day. Otherwise, once you have been summoned to court to serve as a juror, your attendance is required by law.

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. You may choose to go out or you may bring your lunch and eat in the jury room. The Jury room has coffee and tea.

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.

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.