



HANDBOOK FOR TRIAL JURORS

YOU HAVE BEEN SELECTED BY LAW TO ACT AS AN OFFICER OF THE COURT BY SERVING AS A JUROR. THIS BOOKLET IS TO AID YOU IN PERFORMING THIS IMPORTANT DUTY. YOU ARE URGED TO READ IT CAREFULLY.

RESPECTFULLY,

HONORABLE MARK S. BRAUNLICH
38TH JUDICIAL CIRCUIT COURT

HONORABLE MICHAEL A. WEIPERT
38TH JUDICIAL CIRCUIT COURT

HONORABLE DANIEL S. WHITE
38TH JUDICIAL CIRCUIT COURT

HONORABLE FRANK L. ARNOLD
JUDGE OF PROBATE COURT AND FAMILY COURT

HONORABLE CHERYL E. LOHMEYER
JUDGE OF PROBATE COURT AND FAMILY COURT

HONORABLE JACK VITALE
1ST DISTRICT COURT

HONORABLE MICHAEL C. BROWN
1ST DISTRICT COURT

HONORABLE WILLIAM PAUL NICHOLS
1ST DISTRICT COURT

WHY JURORS ARE SELECTED

Jurors are important and necessary participants in our justice system. Jurors view evidence and hear the testimony presented by the opposing parties. They deliberate to determine what the facts are, then apply the law to those facts to reach an appropriate verdict. Jurors also may play a role in motivating the parties to “settle” a case, reach a plea agreement, or otherwise resolve their dispute. Although each party may believe that his or her case is strong, the uncertainty of a jury verdict often convinces litigants to resolve their dispute prior to trial. This is a frustrating, though unavoidable, element of jury service.

HOW JURORS ARE SELECTED

Step One:

Once each year, the Secretary of State compiles a list of citizens eligible to serve on a jury who possess a valid Michigan driver’s license or State Identification card.

Step Two:

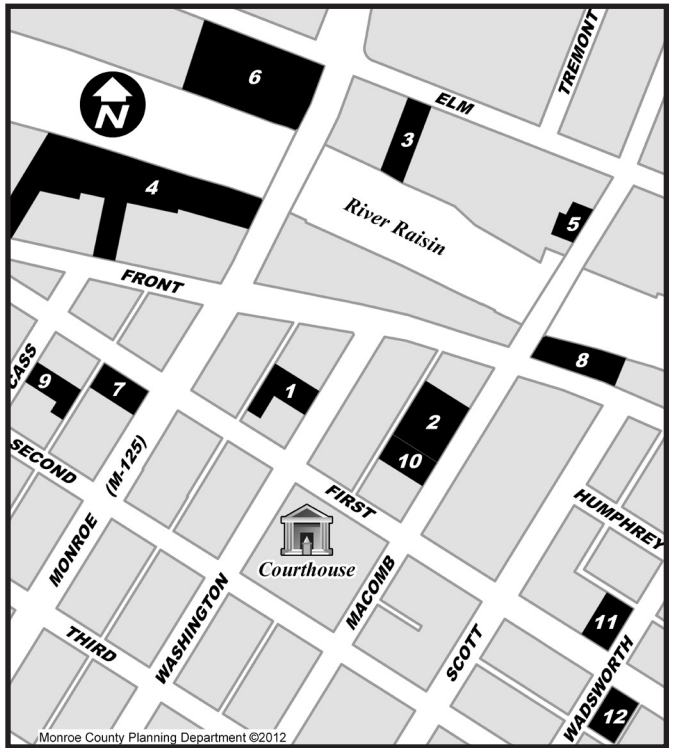
Identified citizens are mailed a Juror Qualification Questionnaire. After the questionnaire is completed, returned and evaluated, a “qualified” citizen may be called to serve on a jury.

WHAT TO EXPECT IF YOU ARE SELECTED

As an active participant in the justice system, a citizen who serves as a juror can expect to:

- ❖ Be treated with dignity and respect.
- ❖ Have court facilities and procedures identified and explained, as needed, throughout the assigned jury duty service period.
- ❖ Have questions answered by the appropriate court staff member as allowed by law.
- ❖ Be informed of and comply with rules and guidelines that are designed to ensure the integrity of our legal process.

PUBLIC



PARKING

1. PRIVATELY OWNED LOT (***HOURLY PAID PARKING***)
2. MONROE BANK & TRUST LOT (***HOURLY PAID PARKING***)
3. PUBLIC LOT (***EAST ELM AVENUE***)
4. PUBLIC LOT (***FINZEL LAUER***)
5. PUBLIC LOT (***NORTH MACOMB STREET***)
6. PUBLIC LOT (***ST. MARY'S***)
7. PUBLIC LOT - ***METERED***
8. PUBLIC LOT - ***METERED (BY MAEDEL CAMERA)***
9. PUBLIC LOT - ***METERED (JOHNSON - PHINNEY)***
10. PUBLIC LOT - ***METERED (SOUTH MACOMB STREET)***
11. MISSIONARY BAPTIST CHURCH LOT
12. MISSIONARY BAPTIST CHURCH LOT

WHEN YOU ARE INSIDE THE COURTROOM

Once a trial by jury begins, “qualified” citizens are convened inside the courtroom. A juror may be excused if the judge determines there is a valid reason that the juror should not serve in the case. In addition, each lawyer has a right to excuse a certain number of jurors without giving a reason for doing so. This jury selection process is called voir dire.

There are special rules and considerations that attorneys apply and make when conducting voir dire. The fact that a citizen is excused from jury service does NOT reflect on the citizen’s fitness to serve. A citizen who is excused from jury duty on one trial may very well be selected to serve on another. The judge is the final voice of authority for courtroom procedure.

Jurors are expected to pay close attention to and strictly follow all instructions given by the judge.

ABOUT DELIBERATIONS

(or deciding a verdict)

After the evidence has been presented by each party, the jury is sent to a jury room to decide the verdict. Inside the jury room the jury members will select a foreperson whose job it is to collect ballots and to announce the verdict when asked to do so by the judge. All jurors are individually independent and equal. No one juror has more “weight” or power than any other juror.

In reaching a decision, jurors must remember to:

- ❖ Keep an open mind.
- ❖ Determine the facts of the case by sharing information and points of view.
- ❖ Apply “jury instructions” appropriately.
- ❖ Decide on a verdict that is based on the evidence presented inside the courtroom.

JURY TERM

The length of your Jury Term is one (1) month. You are not required to report daily. You will be required to report only when there is a jury trial scheduled. Your first

scheduled trial date is listed in the enclosed letter. Usual jury trial day hours are 8:30 a.m. to 5:00 p.m., with Noon recess of about 1 hour. For good reason, court hours may be extended but this would be the exception.

A confirmation letter for Jury Service, if needed, will be available from the Judge's secretary or court clerk, showing your attendance for service and amount of compensation you will receive.

JURY TELEPHONE CALL-IN INFORMATION

Toll Free is (888) 354-5500 - Dial 7049 as the extension for the Monroe County Jury Information and follow the menu to get to your assigned judge

If (734) 240-7049 is a local call, you may dial it direct and follow the menu to get to your assigned judge.

JURY PAY

First ½ day = \$15.00, plus mileage

First full day = \$30.00, plus mileage

Subsequent ½ day = \$22.50, plus mileage

Subsequent Full day = \$45.00, plus mileage

Mileage = \$0.20 per mile

(If you are excused by Noon, you will be paid for a ½ day)

***INFORM THE COURT IF YOUR ADDRESS HAS CHANGED
TO AVOID A LOST PAYMENT***

COURTHOUSE ENTRY

We understand and apologize for the distance many jurors may have to walk from parking areas to the Courthouse. In the past, jurors who were not aware of the security measures implemented by the County Commissioners would have to return to their vehicles and then walk the distance again. Because of this, we are including the "No Weapons Policy" in your handbook.

NO WEAPONS POLICY

For your safety, all persons and property entering the Courthouse are searched for weapons. Weapons found may be seized and subject the possessor to arrest. Please take notice of the following items. Any similar items are considered to be weapons and will not be allowed into the Courthouse:

- *Firearms of Any Type*
- *Knives*
- *Fingernail Files*
- *Scissors*
- *Chemical Weapons (Mace or Pepper Spray)*
- *Any Tool Considered a Weapon (Screwdrivers, etc.)*
- *Clubs or Bats*
- *Any Explosive Devices*

If you attempt entry into the Courthouse with any of the above or similar items, you will be denied entry until the item or items are removed from the building. The County of Monroe will not be responsible for holding any item.

If you have a medical condition that is affected by x-ray or metal detectors, please inform the security officer. Electronic communication devices will be permitted but must be put on silent or pulse mode while inside the Courthouse.

- Prepare to empty contents of pockets for security screening.
- All purses, handbags and briefcases must be viewed for weapons screening. Proceed to walk through the metal detector.
- Advise the Security Officer of any items that you may have that would activate the metal detector.
- If metal detection is activated, understand that you will be required to report to the Security Officer.
- Follow all signs and instructions at the various court rooms and offices.
- You must exit the Courthouse at the same location you entered when you have finished your business.

CONCLUSION

The importance of your position as a juror cannot be overstated. We hope you can and will serve. We think you will find the service interesting and informative.

At the end of the jury term, the Court Clerk will compute your jury fees and mileage. You will receive payment for Jury Service from the County of Monroe (please allow 1-2 weeks for processing).

Thank You.

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