

**BONNER COUNTY DISTRICT COURT  
FIRST JUDICIAL DISTRICT  
STATE OF IDAHO**



**DAVID THURMAN**  
**Jury Commissioner**  
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## **JURY INSTRUCTIONS NOTICE**

*(Please read this notice prior to calling the Jury Office and use as a reference)*

If you received a Summons for Jury Service postcard in the mail, you are hereby summoned to appear as a prospective juror in the District Court of Bonner County, of the First Judicial District of Idaho, at the Courthouse in Sandpoint, Idaho. Please complete the **Juror Qualification Questionnaire** (located on the Bonner County Jury Service website) and submit/return the completed forms within 10 days of the receipt of your Summons for Jury Service postcard. **Please print or save this notice as it contains important information that you may need to reference during your jury service assignment.**

### **Bonner County Juror Qualification Questionnaire**

All prospective jurors are to complete, sign, and submit/return. If you are no longer a Bonner County resident or Over 70 years of Age and no longer wish to serve, you are still required to complete and submit/return your questionnaire. Please ensure all contact information is entered and questions are answered. If you need additional space, you may attach a word document if needed with your email. If you are filling out this form on behalf of the prospective juror, please indicate the reason on the form.

If you have a physical or mental disability that hinders your ability to serve on jury duty, you will need to provide a **Physician's Certificate** to your doctor to complete, sign and return. This form is available on the Bonner County Jury Service website, may be requested by phone/email, or you may pick one up at the Bonner County Courthouse. You are deemed as **QUALIFIED** until the form is received by the Jury Office. If the form is not received by the 1st of your assigned month of jury service, you will need to report for jury service when your Reporting Number is selected. Failure to return the Physician's Certificate or reporting for jury service may result in being reassigned to an alternate month by the Jury Commissioner.

If you need to request an excused absence for any date(s) or deferment of your jury service to a later month, please complete and submit a **Jury Service Postponement and Days Off Request Form**. This form is available on the Bonner County Jury Service website, may be requested by phone/email, or you may pick one up at the Bonner County Courthouse. You are still required to submit your Juror Qualification Questionnaire along with this form.

***After the Jury Office has reviewed and processed your Jury Questionnaire, you will receive an email reply with your Panel, Reporting Number, Qualification Status, and additional instructions.***

### **Dates of Service Chart**

Please refer to the chart below. Postcards are distributed by mail approximately 45 days prior to your month of service. You are required to be available for the duration of your assigned month of jury service. Trial dates normally are slated to start on Monday's or Thursday's of each week, however are subject to change dependent on orders of the Idaho State Supreme Court or the Bonner County Courthouse. Updated Jury Trial information will be provided via the Bonner County Jury Service Website and the Jury Service Reporting Line(208-265-1477).

<b>POSTMARK/POSTCARD RECEIVED MONTH</b>	<b>ASSIGNED JURY SERVICE DATES</b>
November	January 1 - 31
December	February 1 - 28/29
January	March 1 - 31
February	April 1 - 30
March	May 1 - 31
April	June 1 - 30
May	July 1 - 31
June	August 1 - 31
July	September 1 - 30
August	October 1 - 31
September	November 1 - 30
October	December 1 - 31

**Qualified Jurors Reporting Instructions After Your Jury Questionnaire is Processed**

You must check the Bonner County Jury Service website or Jury Reporting Line for updated reporting instructions **EACH FRIDAY EVENING AFTER 6:00 PM - INCLUDING THE FRIDAY BEFORE THE FIRST FRIDAY OF YOUR MONTH OF SERVICE.** *Please ensure you have your Panel and Reporting Number ready as you will receive instructions for the entire week.* Please make proper arrangements with employers, babysitters, etc. Work and/or children are not considered excuses for failure to attend jury service. Children are NOT allowed in the courtroom. Use of tobacco products or e-cigs are prohibited on County premises (effective January 1, 2016).

**Payment for Jury Service**

Jurors receive \$5.00 for each half day and \$10.00 for each full day of jury service. Jury trials that ***exceed past 5 days*** will be paid \$50.00 per day for each full day of service. Mileage is paid at the rate of \$.625 per mile (***Effective July 1, 2022***). You will be paid after your term is completed or you may choose to donate your payment to the ***Bonner County Jury Assistance Fund*** (please refer to the website for additional information). Juror payroll will be sent by mail as soon as it is processed.

**Penalties for Failure to Comply or Submitting Your Jury Questionnaire:**

Any person summoned for jury duty who fails to report shall be ordered to appear before the court and show good cause why he/she failed to comply with the jury summons. Failure to serve as a juror may result in being reassigned to another jury service assignment. You may be deemed in contempt of court charge with a fine of not more than \$500.00 or imprisonment in the County Jail for not more than five(5) days or both.

If you have questions or need further information, please refer to the Jury Service website and refer to the Frequently Asked Questions(FAQ's) or you may contact the Jury Office via email, phone, or in person. Thank you for your service and cooperation.

Very Respectfully,

David Thurman  
Jury Commissioner