

SUMMONS FOR FEDERAL JURY SERVICE

UNITED STATES DISTRICT COURT ♦ DISTRICT OF IDAHO

PLEASE BRING THIS SUMMONS WITH YOU WHEN YOU REPORT FOR JURY DUTY



We want you to enjoy your experience as a juror. When you complete this service, we hope that you will leave with a greater understanding of the courts' functions. The right to a jury of one's peers is a precious right and all that serve play a very important role.

YOUR TERM OF SERVICE: JUNE 2024

One month; one appearance/one trial, regardless of length.

Call 1-800-699-9840 or log on to our website after 3 p.m. on the following dates or any time over the weekend for status and/or reporting instructions.

Friday, May 31, 2024 (June 3 – 7)
Friday, June 07, 2024 (June 10 – 14)
Friday, June 14, 2024 (June 17 – 18 and June 20 - 21)
Friday, June 21, 2024 (June 24 – 28)

YOUR JURY SERVICE LOCATION:

James A. McClure Federal Building and Courthouse
550 W. Fort Street
Boise, ID 83724



Building opens at 7:30 a.m.

YOUR JUROR PARTICIPANT NUMBER:

XXXXXXXXXX

STEP 1

Complete Juror Questionnaire(s)
within 10 days

You must visit the court's website at www.id.uscourts.gov to complete the online Juror Questionnaire(s) within **TEN (10) DAYS** from receipt of this Summons. Please see the step-by-step instructions enclosed.

You will not be receiving paper copies of the Juror Questionnaire(s). If you do not have access to the internet, please call **1-844-868-6769 (press 5)** to request that paper copies be mailed to you. You will need your 9-digit **JUROR PARTICIPANT NUMBER** when calling.

If you do not fill out the Juror Questionnaire(s) online (or request a paper qualification questionnaire) within **TEN (10) DAYS** of receiving this Summons, you may be summoned by the clerk or jury commission forthwith to appear before the clerk or jury commission to fill out a juror qualification form.

STEP 2

Check your Current Status

If calling for reporting instructions, you will reach a recording that provides your reporting status. If checking your status online at www.id.uscourts.gov. Click on jury service/check your current status. If you are selected to appear for jury selection, you will be provided with detailed reporting instructions. When calling or checking your status online, you must enter your 9-digit **JUROR PARTICIPANT NUMBER** which is located above STEP 1.

STEP 3

Selected to Appear for
Jury Selection

If you are selected to appear for jury selection and your report time is in the morning, jurors living 70 miles or more (one way) from the Boise Courthouse are authorized to travel the day before. If jury selection is set to begin in the afternoon, you **will not** be authorized to travel in the day before. You will not be paid for an appearance if you were instructed on the recording not to appear.

Frequently Asked Questions

Reside 70 miles or more (one way) from Boise

If you live 70 miles or more (one way) from the Boise Courthouse, please bring enough clothing to stay the week, in case you are selected to sit on the trial. You have the option of staying in a hotel, with family/friends or driving in/out every day. Once the jury has been selected, the trial will begin.

Compensation

Jurors who are required to report to the Boise courthouse are entitled to a \$50 daily attendance fee (except for federal employees), plus as of January 1, 2024, \$0.67 cents per mile (round trip).

Jurors who live 70 miles or more (one way) from the Boise courthouse may seek subsistence reimbursement for overnight stay in a hotel which is \$239 per night (\$165 for a hotel, \$74 for meals/incidentals, plus hotel taxes) or \$74 if staying with family/friends. ***Jurors who book lodging that exceeds the government rate for the court location will be reimbursed only up to the government rate and will be themselves responsible for any overage.***

Please note that if your jury attendance compensation (\$50 per day) exceeds \$600 it is taxable, and you will receive a 1099 at the end of the year. You should receive payment for your service within 30 days after the trial is completed. Report any address changes by calling 1-844-868-6769.

What do I wear?

Jurors should appear dressed in a manner that is respectful of the court, such as business casual.

What about my employment?

Pursuant to the provisions of 28 U.S.C. § 1875, an employee is protected from being discharged, threatened, intimidated, or coerced by their employer because of their federal jury service. Upon request, an attendance certificate can be provided confirming your attendance.

What type of security can I expect?

Picture ID is **required** to enter the parking lot and federal building. Security at the front door is like that at the airport. Please remove cell phones, keys, and wallets from your person and/or purses before entering the building. Please do not bring items that could be construed as a weapon such as: pocketknives, mace, scissors, razor blades, crochet hooks, knitting needles, and other metal objects. Please also limit excessive jewelry on your person. These items will delay security check-in.

Parking

There is free parking in the visitor area of the parking lot.

Family Members and Children

Do **NOT** bring family members or children to jury service.

Jury Office Contact Information

Sherry Richter, Jury Administrator

Shirlee Gage, Jury Specialist 1-844-868-6769
(Phone Tree)

Fax Number: 208-803-3674

Hardship Excuse?

If you believe jury service would result in an undue hardship, we may offer a one-time postponement. **Even if you are requesting a postponement, you are required to complete the Juror Qualification Questionnaire, as well as the postponement request located on the Prospective Juror (second) Questionnaire.** If requesting a postponement, you will be asked to provide a month within the next calendar year that you will serve. When selecting a month, please be prepared to keep that month available because a second postponement will most likely be denied.

Requests for Excuse, Postponement and Partial Excuses?

Confirmation of granted or denied excuse requests, postponements and partial excuse dates will be emailed or sent to you by mail within **TEN (10) DAYS** of receipt.

Medical Excuse?

If requesting a medical excuse, you are required to: **complete the juror questionnaire(s) and have your physician fax a medical excuse to 208-803-3674 or email to ejuror_BOI@id.uscourts.gov**

If requesting to be excused for medical reasons, you are required to provide the court with a medical excuse from your medical care provider. If your medical excuse has not been provided to the court, you cannot be excused on this basis. If you have not obtained a medical excuse from your health care provider by the time you receive your reporting date for jury selection you may still submit a medical excuse, but you will not be excused until you report for jury selection, or your excuse is approved by the Court. You will be notified if you are excused for medical reasons via email if you provided an email address when completing the questionnaires or via U.S. Mail if you did not. Until the Court has notified you that you are excused you are required to report as directed.

Local Hotels

When booking a hotel, please advise the hotel that you are a federal juror and ask for the GSA rate. Make sure to book your room as soon as possible due to the limited number of rooms. **The current GSA rate is \$165 plus hotel taxes/fees.** Listed below is a sample of hotel choices. You may stay at a hotel of your choice, but we ask that you do your due diligence when seeking room rates. ***Jurors who book lodging that exceeds the government rate for the court location will be reimbursed only up to the government rate and will be themselves responsible for any overage.***

Towne Place Suites.....	208-429-8881
Residence Inn Boise Downtown.....	208-344-1200
Riverside Hotel.....	208-343-1871
Hyatt Place Hotel Downtown.....	208-991-5275
Home2 Suites.....	208-336-8277
Hilton Garden Inn.....	208-342-7000

We encourage you to visit our website for further information at www.id.uscourts.gov