



10TH CIRCUIT COURT  
70TH DISTRICT COURT  
PROBATE COURT

111 S. Michigan  
Ave.  
Saginaw, MI 48602

Jury Clerk Phone Number: 989-790-5472  
Jury Service Email: [juryservice@saginawcounty.com](mailto:juryservice@saginawcounty.com)  
Juror Website: <http://eresponse.saginawcounty.com>  
Fax Number: 989-793-8180  
Jury Hotline: 989-790-5570

### INFORMATION FOR JURORS

Jury Duty is an important function of our justice system and must be taken seriously. Public Act 236 of 1961 as amended (MCL 600.1300-600.1376) governs jurors and jury duty.

**Failure to obey a summons for jury duty may be punishable by a bench warrant, fine, and/or imprisonment.**

Questionnaires must be submitted via website (<http://eresponse.saginawcounty.com>) within ten (10) days of receipt under state law.

#### PERSONS WITH A DISABILITY

Access to jury service is available to all individuals with a disability as required by the Americans with Disabilities Act of 1990 (Public Law 101-336). If you are a person with a disability and are in need of accommodation, please contact the jury clerk, by phone or via our website (<http://eresponse.saginawcounty.com>) no later than seven (7) days prior to your reporting date.

#### REPORTING INSTRUCTIONS

**YOU ARE SCHEDULED TO SERVE A TWO-WEEK TERM.** Please report promptly at the designated service time. **YOUR LATE ARRIVAL SUBJECTS YOU TO BEING RESCHEDULED WITHOUT PAY. DO NOT BRING** children, relatives, or friends with you when you report.

Beginning the evening before your scheduled service date, call our Juror Hotline, (989) 790-5570, to find out if you must report for Jury Service the following day. Your service is a nine or ten day service, depending on any scheduled County holidays, or until any ongoing trial is completed. **DO NOT CALL BEFORE 6:00 P.M.** Follow the instructions on the recorded message.

You are called in by Pool Order #; listen for your Pool Order # to see if you need to report. If you don't hear your Pool Order #, call back after 6:00 p.m. for the following day.

If you are called in, you are to report to the Saginaw County Courthouse at 111 S. Michigan Ave., Saginaw, MI 48602.

Jurors are sometimes put on standby. When you are on standby, call the hotline after 11:30 a.m. the following morning to see if you need to report in the afternoon. The same applies if you are

checking your schedule online. Please check your schedule online at 11:30 a.m. the following morning to confirm if there is an afternoon report time. If the afternoon report time is still there, then please report. If not, check back after 6:00 p.m. for the following day.

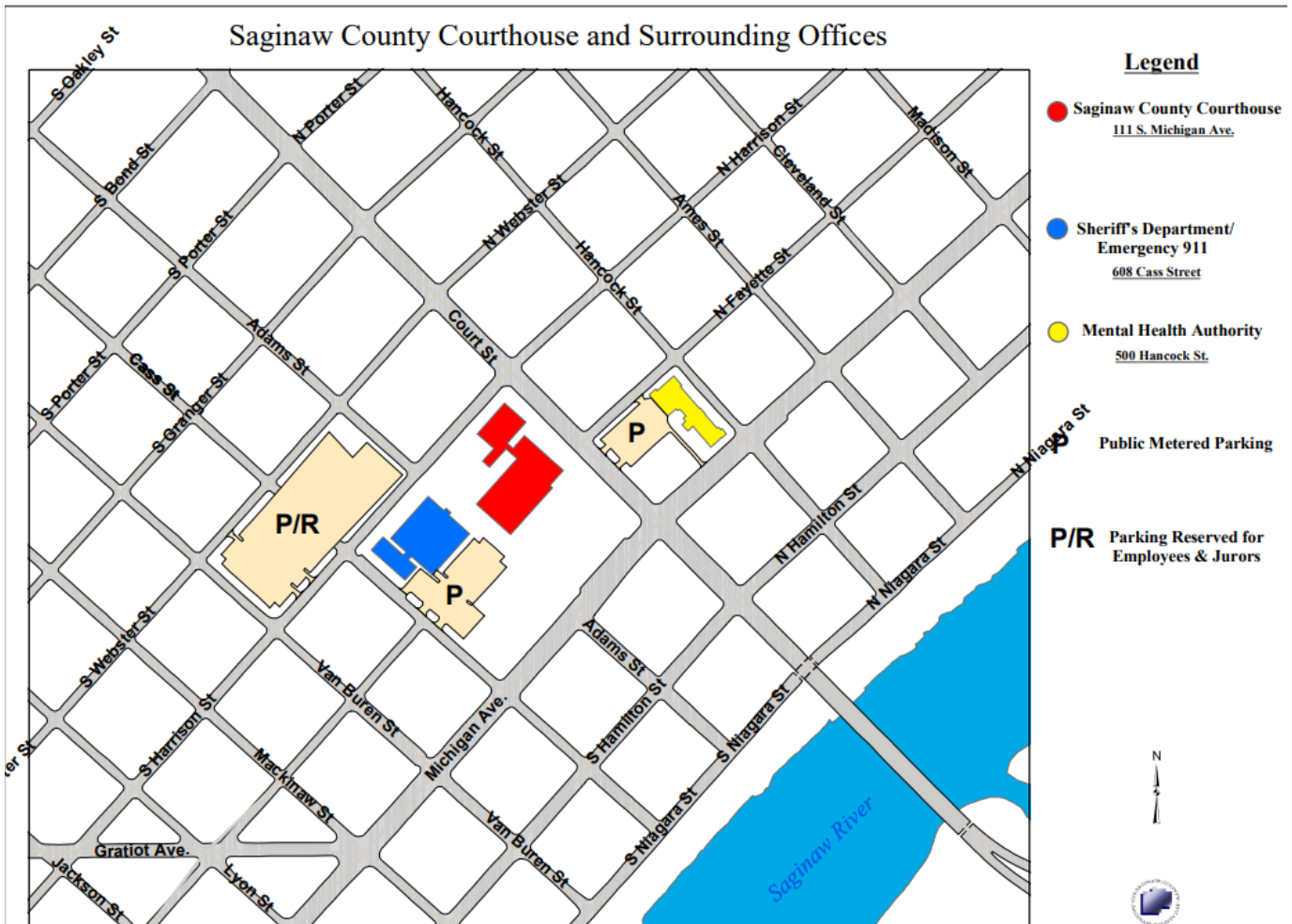
If you have been assigned to a Jury, do not call the answering machine until that case comes to verdict. If you are on a jury and your case comes to verdict before your last day of service, then resume calling the jury hotline.

### COMPENSATION

For the first day or ½ day of actual attendance, you will be paid \$30.00 for a full day or \$15.00 for a ½ day. For subsequent days, you will be paid \$45.00 for a full day or \$22.50 for a ½ day. You will also be paid 20 cents per mile to and from the Saginaw County Courthouse. Mileage is automatically calculated by the jury management system by zip code.

You will receive a pay voucher for each day of service which you will redeem for cash at the Saginaw County Courthouse Treasurer's Office. The bottom half of your juror voucher will be for your employer or for your records confirming your day of service and compensation received.

### PARKING



## ATTIRE

Business casual attire is appropriate for Court. Prohibited attire includes tee shirts with logos, tank tops, or short shorts and similar extremely casual clothing. **PLEASE DRESS APPROPRIATELY.**

## SECURITY

This is a SECURE BUILDING. Everyone entering the Saginaw County Courthouse must go through security screening. Purses and packages will be x-rayed. Do not bring any weapons, dangerous objects or explosives into the building.

## DEFERRAL OR EXCUSAL REQUESTS

If you are not available to serve on the dates scheduled due to a hardship, you may request one deferral by notifying the jury clerk, in writing or via our website (<http://eresponse.saginawcounty.com>), at least three (3) weeks prior to your service date. Please include the reason for your request, why it is a hardship, and the alternate dates that you are available to serve. Failure to provide alternate dates will result in your placement during a time at the discretion of the Court.

Requests for deferral or excusal for medical reasons require a written statement from a physician declaring the nature and duration of the condition. Written excuses may be submitted via fax (989-793-8180) or by mail to 111 S. Michigan Ave., Saginaw, MI 48602.

Students are not exempt; however, students may be deferred by filing a request that **MUST INCLUDE A COPY OF YOUR CLASS REGISTRATION** (which should verify the hours of classes). No excuses from jury service will be granted based on occupation.

Although we attempt to make jury service as convenient as possible, jurors should be advised that there will be periods of time you will spend waiting. Please bring a book, magazine, etc., to pass the time.

If you have any questions concerning your duties and responsibilities, please feel free to make inquiry to the court personnel. You may call the Jury Clerk at 989-790-5472 or e-mail to [juryservice@saginawcounty.com](mailto:juryservice@saginawcounty.com).