



**Battle Ground
Municipal Court**

**109 SW 1st Street
Battle Ground, WA
98604**

Phone: (360) 342-5150

Fax: (360) 342-5159

For Juror information:

(360) 342-5154

*In operations of our
Municipal Court, the
City believes in fair,
equitable and
efficient access to
the justice system
for all of our citizens
and patrons,
adhering to the
highest standards of
ethics and
impartiality in
applying the laws of
our community.*



JUROR INSTRUCTIONS

The United States Constitution and the Washington State Constitution guarantees all people the right to trial by an impartial jury. Justice ultimately depends in large measure on the jurors who serve in our courts.

If you have received a Juror Questionnaire from Battle Ground Municipal Court, you are being summoned to serve as a juror for the Battle Ground Municipal Court for just one month. You will be “on call” for the entire month indicated on your Juror Questionnaire, however, typically, you will only be asked to report on Tuesdays only. We make every effort to not ask anyone to serve more than once during the month. Our jury trials are for one day only and are usually scheduled on Tuesdays; although, there may be a need for an occasional change.

You will need to complete the Juror Questionnaire and return it to the Court **prior to your term of service**. Next, you will need to call the Jury Information Line (360) 342-5154 the night before your term of service begins and listen to the recorded information. Prior to calling, you will need to make a note of your “Juror Number”. The instructions on the recording will be by Juror Number. The recording will give you information as to when the next trial is scheduled, what trial(s) have been canceled, and when you will need to call in next or when you need to appear. Thereafter, you will need to call the Jury Information Line every Friday evening after 5:30 p.m. during the month in which you have been asked to serve to receive your instructions.

When you are directed to appear in court, you will not necessarily be on the jury. First, there will be jury selection. Only six people, plus one alternate, will be chosen to serve on the jury. The remaining people will be able to leave and their names will go back into the pool for the remainder of the month.

There are no automatic exemptions from jury duty. If you feel you need to be excused from jury duty for medical reasons, you must provide a written notice from your physician. Any other excuse requests must be made in writing and will be reviewed by the Judge and the Judge will make the determination and notify you by mail if your request **is granted**.

We ask that when you report for jury duty that you not wear any perfume or cologne, due to allergies. You may want to bring a sweater as the courtroom can be on the cool side at times. We also ask that your cell phone is turned off while you are in the courtroom.

You will receive \$10.00 a day for reporting, plus mileage.

If you have any further questions, please feel free to contact the Battle Ground Municipal Court at (360) 342-5150.
