

Frequently Asked Questions

1. I am no longer a resident of Guernsey County. What do I do?

A: Write that on the bottom of the questionnaire with your new address and send the questionnaire back. *If you do not live in the county, you are not eligible to serve and will be excused.*

2. The address on the questionnaire is no longer my address. What do I do?

A: Cross out the incorrect address and write your new address above.

3. The spelling of my name is incorrect or my last name has changed. What do I do?

A: Cross out the incorrect name and write the correct name above.

4. I am 75 years old or older and do not want to serve. What do I do?

A: Check the “No” space next to the question, “Do you want to serve?” Once the Court receives your questionnaire, you will be excused.

5. My child received a questionnaire, but no longer lives here, is away at college, or is in the military and is stationed out of state. What do I do?

A: At the bottom of the questionnaire explain the situation and sign your name at the bottom with the relationship that you are to the individual, i.e. mother or father.

6. My relative has received a questionnaire but has passed away. What do I do?

A: At the bottom of the questionnaire write, “deceased” and mail back.

7. Due to health reasons, I am unable to serve, but my doctor is out of town and I won’t be able to get a doctor’s excuse within five days. What do I do?

A: Describe your health problems at the bottom of the page and write, “Dr.’s excuse to follow,” and send in a doctor’s excuse as soon as possible. (*Remember: most doctors will fax an excuse to save you a trip. Our fax number is (740) 432-9289 Attn: Jury Commission.) **Please note: Only those with doctor’s excuses will be excused at this time.**

8. I am a full time student and I am requesting to be excused.

A: Attach a copy of your school schedule for the Judge to review.

9. I have an upcoming vacation, doctor appointment or important work meetings or seminars already scheduled. What do I do?

A: Write that information on the bottom of the questionnaire and attach any documentation you can to verify your plans for the Judge to review.

10. If there is anything else you would like the Court to know, please write it on the bottom portion of your questionnaire. If you need more room to write, please attach an additional page.

Jurors: Please remember that juror excuses are good for only the term that we receive them. Thus, if you were excused in the past, we no longer have your doctor’s excuse on file and will require a new one. Sorry for any inconvenience this may cause.