



Pam Childers

Clerk of the Circuit Court and Comptroller, Escambia County

Clerk of Courts • County Comptroller • Clerk of the Board of County Commissioners • Recorder • Auditor

JUROR NOTICE ABOUT COVID-19 AND YOUR UPCOMING JURY SERVICE

The Clerk's office values the health of our customers, jurors, and employees. Precautions have been taken to maintain a safer environment, such as providing employees with hand sanitizer and gloves and requiring masks be worn in all public areas of the courthouse. The number of seats available in jury areas and in the courtrooms has been reduced in accordance with social distancing guidelines. Facilities have also increased cleaning times in all county buildings and hand sanitizer is available in public areas.

You will need to arrive on time for your jury service, making sure to allow time for adequate screening.

You will be required to wear a mask/face covering to enter the courthouse. The mask/face covering must be worn at all times inside the facility.

You will be required to have your temperature checked and to answer COVID screening questions.

You cannot bring anyone with you into the courthouse who has not been summoned for jury duty. If someone drives you, they will need to remain outside the courthouse until your jury service has been completed.

Please review the COVID-19 Juror Excusal/Postponement Request on the reverse side of this notice to determine whether or not any of the options for excusal or postponement as provided by Order 20-23 of the Supreme Court of Florida apply to you. If any of the options apply to your situation, please complete the excusal/postponement request and return it to our office for consideration by the Court. All requests for excusal or postponement **must** be submitted in writing to Jury Management via email to (juryduty@escambiaclerk.com), by fax to 850-595-4380, or by mail to Jury Management, P. O. Box 333, Pensacola, FL 32591. Requests for excusal or postponement are **not** accepted by phone. The COVID-19 Excusal/Postponement Request form is also available for completion on our website. The completed COVID-19 Juror Excusal/Postponement Request form will be reviewed by the Court to determine whether or not your service may be excused or postponed.

Please allow five (5) business days for the processing of your request before checking your juror status on our website.