TO: DATE:

FROM: , Jury Commissioner

Judicial District, (phone number)

If your patient has been summoned for jury duty, or a caretaker for your patient has been summoned for jury duty, you may be asked by the patient or caretaker to provide a letter requesting that the patient or caretaker be disqualified or postponed from jury service. Under Colorado law, certain guidelines must be followed to determine if the person is eligible to be disqualified or postponed. Below are some guidelines for you. Please don’t hesitate to call if you have questions regarding your patient’s ability to serve as a juror.

**TEMPORARY EXCUSE AND PERMANENT DISQUALIFICATION FROM JURY SERVICE**

* A person shall be capable of rendering satisfactory juror service if such person is able to perform a sedentary job requiring close attention for six hours per day, with short breaks in the morning and afternoon sessions, for three consecutive business days.
* Temporary Excuse. A temporary excuse is valid for up to one year and may be renewed each year through this process. It should be requested for those patients who have a temporary mental or medical impairment; OR for those who have a condition that will eventually improve to the point that the patient would be able to perform juror service.
* Accommodations.
  + Jurors who need to eat or take medication for a medical condition should bring those items with them. If they require refrigeration, they should bring a small insulated bag.
  + Upon request, the Court may accommodate jurors who need breaks and jurors that are unable to sit or stand for lengthy periods of time. Jurors may sit, stand, and/or bring pillows for their comfort.
* Permanent Disqualification. A permanent disqualification is valid for the life of the patient. It should only be requested if the mental or medical condition permanently prevents the patient from rendering satisfactory juror service and the juror is not likely to improve to the point that they would become capable of serving as a juror. List the nature of the disability that prevents your patient from serving as a juror to assist the court in making its determination.

**CARETAKER EXCUSE**

* A person may be disqualified from performing juror service if that person is “solely responsible for the daily care of a permanently disabled person **living in the same household** and the performance of juror service would cause a substantial risk of injury to the health of the disabled person.”
* A caretaker who is regularly employed outside the home is **not** eligible for this disqualification.
* This disqualification is valid for one year or less from the date of the jury service.

**SUBMITTING THE POSTPONEMENT OR EXCUSE**

* Excuses should be mailed to or

emailed to