

## DIVISION C: JURY DUTY EXCUSE INSTRUCTIONS

If you would like to request to be excused or postponed from jury duty, please send a copy of:

- Your subpoena
- Any supporting documentation for the reason that you'd like to be excused

Examples:

- Medical excuse
- Travel arrangements
- Written explanation
- Copy of Driver's License (for DOB/age exemption)
- Copy of Driver's License or Utility Bill (for residence change verification)
- • Your contact information

To our fax number or email address

Fax Number: 225-644-5704

Email address: [DivisionC@23rdjdc.org](mailto:DivisionC@23rdjdc.org)