



U.S. District Court • District of Kansas
Divisional Address
City, KS Zip

Official Government Business

FEDERAL JURY SUMMONS



PARTICIPANT NUMBER

!@<<part_no>>@

<FIRSTNAME> <LASTNAME>

|Address Line 1|

|City, State Zip|

Please visit www.ksd.uscourts.gov for a 22-minute 'Called to Serve' video and jury FAQs.

REQUESTING AN EXCUSE OR DEFERMENT

Submit requests in writing only – no phone requests. Email your request to wjury@ksd.uscourts.gov
Submit early – last minute requests will be denied.

JURY DUTY INSTRUCTIONS

RESPOND TO THIS SUMMONS*

Within 5 days at www.ksd.uscourts.gov/eJuror or scan the QR code.

CALL EVERY MONDAY AFTER 6 P.M. STARTING 00/00/00

Call (800) 959-9519. Select prompt #1. Enter your 9-digit participant number to hear your reporting status for the following week. Your on-call term of service is from 00/00/00 – 00/00/00.

REPORT WHEN INSTRUCTED

You will always have one week's notice. Trials average 2-3 days during regular business hours. Do not report to court unless you are instructed to do so.

MANDATORY SECURITY SCREENINGS IN PLACE.

NO electronics (cell phones, smart watches, etc.) are allowed in the courthouse.

If you do not have access to the internet or prefer to respond by mail, a **paper summons will automatically be mailed to you within 30 days of this mailing. Please do not call the court to request a paper copy.*