

# SUMMONS FOR PETIT JUROR

Warren County Common Pleas Court, OH  
500 Justice Dr, Lebanon, Oh 45036-2361

JUDGE DONALD E. ODA II  
JUDGE ROBERT W. PEELER  
JUDGE TIMOTHY N. TEPE

JUROR ID: # WILL BE LISTED  
JUROR NAME  
JUROR ADDRESS  
JUROR CITY, STATE, ZIP

DATE OF SUMMONS

Dear JUROR,

You are hereby notified that your services as Petit Juror will be needed on: **JURY TRIAL DATE WILL BE LISTED. YOUR REPORT TIME WILL BE PROVIDED WHEN YOU CALL IN.** Please call on **CALL IN DATE WILL BE LISTED**, to verify if your services will be needed as a trial juror.

**Please call (513) 695 - 1151 between 1:00 P.M. and 2:00 P.M.**

Please note that your potential jury service will require you to enter a secured area where you will be required to pass through security checkpoints, including metal detectors and scanning devices. Therefore, please leave all unnecessary personal items at home or in your vehicle, i.e. pocket knives, nail files, etc. Such items will be required to be taken to your vehicle and may cause unnecessary delays.

All qualified citizens in the State of Ohio have an obligation to serve on a jury when summoned unless excused by the court. Employers are prohibited from discharging or threatening to discharge a permanent employee who gives reasonable notice of jury summons. Employers may not take disciplinary action that could lead to discharge. An employer may not require the use of annual, vacation, or sick leave for time spent on a jury. **If a juror fails to attend and serve a term, without having been excused, the Court of the Common Pleas may impose a fine of \$100.00 - \$250.00 and find him/her in contempt of court.**

Please bring this notice with you to check in on your first day of service. If you have not done so already, please complete your questionnaire online at <https://jury.co.warren.oh.us>. If you have a reason you believe you should be released, please complete the excusal request online at <https://jury.co.warren.oh.us>.

If you are unable to access our website or having issues submitting the questionnaire online, please email us at [commonpleasjuryclerk@co.warren.oh.us](mailto:commonpleasjuryclerk@co.warren.oh.us) or call us at 513-695-1151 as soon as possible.



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BY: JENNIFER YEAZEL  
JURY COMMISSIONER CLERK / ADMINISTRATOR  
WARREN COUNTY COUNTY COMMON PLEAS COURT