



SALT LAKE CITY JUSTICE COURT

ERIN MENDENHALL
MAYOR

CLEMENS LANDAU
PRESIDING JUDGE

March 18, 2021

CURTIS PREECE
COURT DIRECTOR

Dear Prospective Juror:

You have been randomly selected to serve as a prospective juror at the Salt Lake City Justice Court in April 2021. The court anticipates it will be able to conduct a limited number of criminal jury trials in late April. Jury trials will last one day, with the morning portion of the trial (jury selection) proceeding virtually by WEBEX video conference and the afternoon portion (the trial itself) proceeding in-person at our courthouse at 333 S, 200 E in downtown Salt Lake City.

Jury trials will only proceed in April if the Utah Judicial Council concludes—after consultation with the state’s top health officials and medical experts—that it is safe to proceed. If we proceed, strict protocols will be in place at all times with respect to physical distancing, mask-wearing, temperature/health checks, and cleaning to ensure the safety of the four individuals picked to serve as jurors for the afternoon portion of the trial, which will be held in-person.

The first step in the process—required of all prospective jurors by law—is to complete the following questionnaire online. The questionnaire first asks for information to help us determine whether you are qualified for jury service. It then asks for additional information to help the judge and the lawyers determine whether you would be a good fit for a particular case.

The questionnaire has approx. 90 questions and should take about 20-30 minutes to complete. Please find the quietest place you can so you can give the questionnaire your full attention, carefully consider each question, and provide truthful answers. You must fill out the questionnaire on the JurorSearch website WITHIN 7 DAYS of getting this letter. If you are unable to complete the questionnaire online, please contact us at jury@slcgov.com or (801) 535-6430.

a. **First, you must EITHER visit**

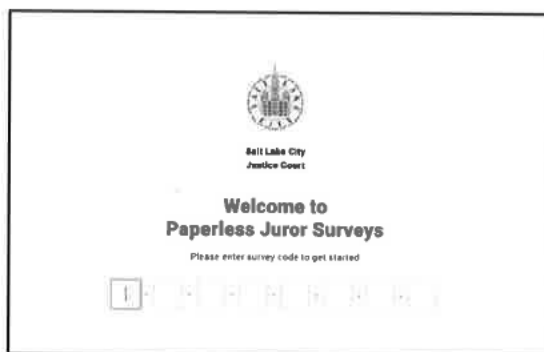
<https://survey.jurorsearch.com/> and enter this 8-digit code on the screen:

61289798

OR visit

<https://survey.jurorsearch.com/>

to be immediately directed to the Profile section of the questionnaire.



- b. **Second**, you must **complete the Profile section** of the questionnaire. (Your juror number can be found on the address label of this Summons.)

A screenshot of a web form titled "Profile" with a juror number "42847" at the top. The form contains several fields: "DOB" (with a calendar icon), "Sex" (dropdown menu showing "Male"), "Race/Ethnicity" (dropdown menu showing "White"), "Education" (dropdown menu showing "College degree"), "Employment" (dropdown menu showing "Retired"), "Address Line #1" (text field showing "123 Main Street"), "Address Line #2" (empty text field), "City" (text field showing "Salt Lake City"), "State" (dropdown menu showing "Utah"), and "Zip" (text field showing "84102"). A "SUBMIT" button is located at the bottom right. At the bottom of the form, there is a footer: "Paperless Juror Surveys | JURORSEARCH.IQ | © 2020 2021 JurorSearch LLC. All rights reserved."

- c. **Third**, you must **complete the Survey section**, answering each question truthfully and completely. Please do not discuss this questionnaire or your answers with anyone. It is very important that the answers be yours and yours alone. Remember there are no 'right' or 'wrong answers,' only truthful answers. Your answers will not be made public. A typical survey question will look like this:

A screenshot of a survey question titled "Survey questions" with a sub-header "Please answer all the survey questions to proceed." The question is "Question 1: Juror Qualification Question No. 1: Have you been convicted of a felony?". Below the question are two radio button options: "Yes" and "No".

- d. **Fourth**, after completing the questions, please **submit** the survey. After you submit the survey, you may close the session or return to the main menu:

A screenshot of a message box titled "Finished" with the text "We have successfully saved your data. You can close the session or go back to the main menu." and an "OK" button at the bottom right.

As noted above, jury trials will only proceed if the Utah Judicial Council decides they can be held safely. If we are able to proceed with criminal jury trials in April and we determine you are qualified for jury service, a *Summons for Jury Service* will be emailed to the address you provided in the questionnaire. The *Summons* will include instructions on how to participate in jury selection via WEBEX, and will also include information with respect to the physical distancing, mask-wearing, temperature/health checks, and other protocols we will have in place to ensure the safety of all trial participants, should you be picked to serve as a juror.

After you complete the above questionnaire, please test your computer, laptop, tablet, or phone to see if you can use WEBEX from your own device. For instructions on how to login in to a WEBEX meeting, please use this link:

https://www.utcourts.gov/juryroom/docs/First_time_users-Cisco.pdf

For additional information about jury selection via WEBEX, please use this link:

https://www.utcourts.gov/juryroom/docs/Tips_for_Jurors.pdf.

If you have any additional questions about WEBEX, or if you determine you are unable to use WEBEX from your own device, or if you need help with any of the instructions in this letter, please contact us at jury@slcgov.com or (801) 535-6430.

Fair and impartial trials by jury are the keystone of our justice system. And, to state the obvious, trials by jury are not possible without jurors like you. We sincerely appreciate your timely and conscientious responses to the questionnaire and thank you in advance for all your patience and effort as we work through these new processes together.

With deep gratitude and very best regards,



Hon. Clemens A. Landau
Presiding Judge, Salt Lake City Justice Court

Please note: Under Utah law, if you do not complete the questionnaire with respect to your qualification for jury service as instructed, you may be in contempt of court, fined up to \$1,000, and sent to jail for up to 30 days. Utah Code § 78B-1-115.