

**DONALD C. SPENCER  
CLERK OF THE CIRCUIT COURT  
SANTA ROSA COUNTY, FLORIDA**

**JUROR EXCUSAL REQUEST**

**NAME:** \_\_\_\_\_

**JUROR NUMBER:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**INSTRUCTIONS:**

Submit requests for excusal 5 **working days** prior to your reporting date in writing. All requests for excusal must be received prior to your first reporting date. Excusal from jury duty is granted unless otherwise notified. You will be contacted only if there are questions about your request or if your excusal request is not accepted.

**MAIL EXCUSAL REQUESTS TO:  
Donald C. Spencer, Clerk of Court  
Attn: Jury Management  
P.O. Box 472  
Milton, FL 32572-0472**

**DIRECTIONS:**

**Check Yes to all reasons that apply to you, or write a brief explanation for your excusal request.**

**JUROR DISQUALIFICATIONS**

**Florida Statute 40.013 maintains that you may not serve as a juror if you are one of the following:**

- Yes [  ] A Convicted Felon, civil rights not restored
- Yes [  ] Under prosecution for any crime
- Yes [  ] No longer reside in Santa Rosa County
- Yes [  ] Not a U.S. Citizen

**JUROR EXEMPTIONS**

**Florida Statute 40.013 provides for excusal upon request for the following reasons:**

- Yes [  ] Expectant mother
- Yes [  ] Person 70 years of age or over and wish to be excused for this date only
- Yes [  ] Person 70 years of age or over and excuse permanently (SIGNATURE REQUIRED)
- Yes [  ] Served as a juror in his/her county within the last 1 year
- Yes [  ] Parent not employed full time who has custody of a child under 6 years of age
- Yes [  ] Responsible for the care of someone mentally or physically unable to care for themselves
- Yes [  ] A full-time federal, state, or local law enforcement officer or such entities' investigative personnel who chooses not to serve

**I REQUEST TO BE EXCUSED FROM JURY DUTY BECAUSE: (briefly describe reason)**

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**The above statements are true and complete to the best of my knowledge:**

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**SIGNATURE**

**DAYTIME TELEPHONE**

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**DATE**

**BUSINESS PHONE**

**Electronic Certification:**

Receipt of this form to Jury@santarosaclerks.com confirms completion by the summoned juror noted above.