	ACCESS TO JUROR QUESTIONNAIRS	LOCAL ADMINISTRATIVE ORDER **C36 2017-01J** **D07 2017-02J** **P80 2017-01J** **RESCINDS:** **C36 1987-01**

Court Address
212 E. Paw Paw Street, Paw Paw, MI 49079

Court Telephone No.
(269) 657-8200

IT IS ORDERED:

This administrative order is issued in accordance with Michigan Supreme Court Administrative Order 1987-1, effective April 1, 1987. The purpose of this order is to regulate access to juror questionnaires upon approval by the State Court Administrative Office.

1. Juror Qualification Questionnaires, MCL 600.1315; MSA 27A.1315

   a. Juror Qualification Questionnaires are confidential and are not public records.

   b. Juror Qualification Questionnaires shall be kept on file by the Jury Board for a period of 3 years from the time they are filled out.

   c. The only persons allowed to examine Juror Qualification Questionnaires are:

      1) the Jury Board;

      2) the judges of the court;

      3) the court clerk and deputy clerks; and

      4) persons authorized access by court order.

   d. The answers contained on any Juror Qualification Questionnaire shall not be publicly disclosed.

2. Juror Personal History Questionnaire, MCR 2.510

   a. Juror Personal History Questionnaires are confidential and are not public records.

   b. Juror Personal History Questionnaires shall be kept on file by the Jury Board/court clerk for a period of 3 years from the time they are filled out.

   c. The only persons allowed to examine Juror Personal History Questionnaires are:

      1) the judges of the court;

      2) the court clerk and deputy clerks;

      3) parties to actions in which the juror is called to serve and their attorneys; and

      4) persons authorized access by court order.

d. Attorneys of record and parties in pro per may examine Juror Personal History Questionnaires of jurors anticipated to be called for voir dire by presenting a written, signed request to the Jury Board/court clerk prior to commencement of voir dire. Neither photocopies nor verbatim handwritten copies of Juror Personal History Questionnaires may be made by the person examining the questionnaires. However, summary notes of pertinent information may be recorded.

e. Examination of Juror Personal History Questionnaires may only be conducted in an area designated by the Jury Board/court clerk except upon order of the chief judge or trial judge in an assigned case.

f. Upon request, attorneys of record or parties in pro per shall be provided copies of Juror Personal History Questionnaires for all jurors anticipated to be called for voir dire in a specific case. The request must be in writing to the Van Buren County Jury Office and contain the following information:

    1) The attorney's or party's name and business address;

    2) The parties' names and the case number;

    3) The date the trial is scheduled;

    4) Statements including:

        (a) That no unauthorized person will be allowed to examine the questionnaires;

        (b) That the copies of the questionnaires will not be copied; and

        (c) That the questionnaires will be returned to the jury clerk after voir dire.

    5) The date the request is made.

    6) The signature of the attorney or party making the request.

g. Questionnaires will be made available for examination and copies may be collected as early as 7 days prior to jury selection or as otherwise directed by the court.

Effective Date: March 6, 2017

Date: 3/6/17

Chief Judge Signature _____

Frank Hardester

From: Region5 Info <Region5-Info@courts.mi.gov>
Sent: Monday, March 6, 2017 2:19 PM
To: Kathleen Brickley; Frank Hardester; Craig A. Hess; James Becker; Barb Dundon
Cc: Region5 Info
Subject: Van Buren Access to Juror Questionnaires - Approved

Van Buren Access to Juror Questionnaires - Approved
C36 2017-01J; rescinds 1987-01
D07 2017-02J
P80 2017-01J

This is to advise that we have reviewed the above referenced administrative order and find that it conforms to the requirements of MCR 8.112(B). This order is being accepted and filed until advised by your court of any change.

Jill Booth
Region V Administrator
P.O. Box 30048
Lansing, MI 48909
517-373-8679

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