



## HOW TO REQUEST EXCUSAL FROM JURY DUTY:

- PROVIDE A WRITTEN NOTE FROM YOUR DOCTOR  
OR
- FILL OUT AND NOTARIZE THE BELOW AFFIDAVIT

MCA 3-15-313. Who may be excused -- affidavit to claim excuse (1) The court or jury commissioner with the approval of the court shall excuse a person from jury service upon finding that jury service would entail undue hardship for the person or the public served by the person,

(2) If a person believes jury service would entail undue hardship for the person or the public served, the person may make and transmit an affidavit to the jury commissioner for which the person is summoned, stating the person's occupation or other facts that the person believes will excuse the person from jury service. The affidavit must be filed with the jury commissioner, who shall transmit it to the court. The court or jury commissioner with the approval of the court may excuse a prospective juror from jury service if the prospective juror satisfies the provisions of subsection (1).

*\*Employment is not an automatic exemption from Jury Duty. Employers must allow employees to serve.*

*\*Requests are considered on a first come, first serve basis. There is a limited number of excusals available.*

### AFFIDAVIT TO CLAIM EXCUSE

STATE OF MONTANA  
COUNTY OF CASCADE

\_\_\_\_\_, being first duly sworn upon oath, depose and say that; I would like to be excused from jury service on the following dates: \_\_\_\_\_  
for the following reason (s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

X \_\_\_\_\_  
Juror's Signature

\_\_\_\_\_ \*current phone number

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public for the State of Montana

Residing at

\_\_\_\_\_  
My Commission expires

*\*required: You will NOT be excused if current contact information is not provided.*

**Great Falls Municipal Court**  
PO Box 5021/#2 Park Drive South (Basement)  
Great Falls, MT 59401  
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Fax: (406) 727-8069  
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