

## Municipal Court Jury Assignment

FIRST NAME: \_\_\_\_\_

LAST NAME: \_\_\_\_\_

Please print and place in your windshield for juror parking.

**REPORT DATE/TIME:** \_\_\_\_\_

Judge: Sherry Statman, Presiding Judge

Location: Municipal Court, 700 E. 7<sup>th</sup> St., Austin, TX 2<sup>nd</sup> floor, Courtroom 2b

Contact info: (512) 974-4800, or [court@austintexas.gov](mailto:court@austintexas.gov)

Dear Jury Panel Member:

Your juror registration form has been reviewed and shows that you are qualified to serve as a juror. You have been assigned to Austin Municipal Court. It is your legal duty to report as directed. Failure to report may result in a special appearance before a judge and a substantial fine. If an emergency arises that prevents you from reporting, please call (512) 974-4800 as soon as possible. Any other excuses can be presented to the judge at the scheduled time.

Do not schedule any additional activities starting on or a day after the report date. Most trials at Municipal Court conclude in one day or less. The conflict dates you submitted were accommodated and this trial assignment was chosen outside of the dates indicated.

### **Limited reserved parking for Jurors:**



Municipal Court is located on 7<sup>th</sup> Street just west of I-35 and has 21 reserved parking spaces for jurors to park at no cost. The parking lot is located on 7th Street directly across from the main entrance to Municipal Court (next to the gas station). The spaces are marked with signs "Municipal Court Juror Parking Only". Place a copy of this Jury assignment notice on the front dashboard of your vehicle so that it can be read through the windshield while parked in these spaces. Please also print your first and last name on this notice. **All unauthorized vehicles will be towed at the owner's expense if this notice is not in your window with your name on it.**

There is security screening at the Courthouse similar to that found at an airport. It is recommended that you leave behind any items that may cause an issue, including pocketknives.

The Court is a free WIFI site. You may use your laptop in Courtroom 2b. However, once you are called to the adjoining courtroom, laptops and cell phones may not be used.

In the case of inclement weather or any other circumstances which may delay the opening of City Departments to include the Municipal Court, please call 311 to verify hours of operation.

Most importantly, THANK YOU for performing this essential service to your community.

Velva L. Price  
District Clerk