

JUROR QUALIFICATION FORM

Juror ID Number: _____

Dear Prospective Juror:

Please answer each of the following questions completely. The contact information you provide will be used only by court employees and shall not be made available to the attorneys or parties in the cases that you may be selected to hear as a juror.

Estos formularios están disponibles en español en <http://jury.nmcourts.gov>. Si necesita más ayuda en español, llame al número telefónico indicado en la primera página del citatorio para prestar servicio como jurado.

Name as it appears on the summons: _____

Legal name: _____

Salutation (*optional - Ms./Mrs., Mr., or Mx.*): _____

Pronouns (*optional - he/him/his, she/her/hers, or they/them/theirs*): _____

Mailing address: _____

Home address (if different): _____

City: _____ State: _____ Zip: _____

Phone numbers:

Home: _____

Business: _____ Ext: _____

Cell: _____

E-mail: _____

1. Do you live more than forty (40) round-trip miles from your home to the courthouse?
Yes No
If yes, what is your round-trip mileage? _____
Would you like to be compensated for mileage? Yes No
2. Are you employed by the public schools, local government, or the State of New Mexico?
(Note: these public employees cannot be compensated by the court for their jury service.)
Yes No
3. Of which New Mexico county are you a resident? _____
4. Are you a United States citizen? Yes No
If no, country of citizenship: _____

5. Will you need an interpreter? Yes No
If yes, which language? _____
6. Have you ever been convicted of a felony? Yes No
- a. If yes, please explain: _____
- b. If yes, have you completed all conditions of parole or probation?
Yes No
- c. If yes, please enclose a copy of one of the following:
- _____ Certificate or letter of completion issued by the Department of Corrections of New Mexico, or another state.
 - _____ Certificate or letter of pardon from the Governor of New Mexico, or another state.

SELECT ONE:

- _____ I am available to serve for the dates listed on my summons (*skip to signature, sign and return form*).
- _____ I am requesting a postponement for the reasons noted below until the following date: _____ (*jury service may be postponed for up to six (6) months*).
- _____ I am requesting to be excused or exempted for the reasons noted below. I am submitting the required documents.

REQUEST FOR POSTPONEMENT, EXCUSAL, OR EXEMPTION

If your jury service is scheduled for a date that conflicts with your schedule, please request a postponement for a more convenient time.

There are NO AUTOMATIC EXEMPTIONS. All exemptions must be requested, including exemptions based on age or prior jury service.

ALL situations will be considered on a case-by-case basis. Please enclose a detailed explanation for cases of:

- _____ Prior jury service (provide appropriate date(s) of service and court)
- _____ Medical (must submit a current letter on letterhead from healthcare provider)
- _____ Financial hardship (not being compensated by your employer is not grounds for excusal)
- _____ Age: _____ (persons seventy-five (75) and older may contact the court for an affidavit form requesting an exemption)
- _____ Not a resident of the State of New Mexico or _____ County (please submit proof of residency, such as a current driver's license or a voter registration card)
- _____ Caregiver: _____ (must submit a current letter on letterhead from healthcare provider)

- _____ Nursing mother (a current letter on letterhead from healthcare provider required if requesting second postponement)
- _____ Student or teacher (request to be postponed until school breaks - please provide below the dates when your school break begins and ends):

- _____ Other: _____

PLEASE NOTE: Unless you receive a letter from the court stating you are excused from attending jury service, you **MUST** appear on the date required by the court. Not showing up for jury duty when summoned is called Failure to Appear and can result in a fine of up to five hundred dollars (\$500), up to six (6) months in jail, or both. Section 31-19-1 NMSA 1978. You can call the jury division to check on the status of your excusal or postponement.

I swear or affirm that the information I have provided is true and correct to the best of my knowledge. I am aware that failure to submit required documentation may result in the denial of my request.

Signature of prospective juror

Date

Signature of the person preparing this form,
if different from prospective juror

Date

Please return completed Juror Qualification and Juror Questionnaire forms to the court listed on the summons you received.

[Adopted by Supreme Court Order No. 17-8300-016, effective December 31, 2017; as amended by Supreme Court Order No. S-1-RCR-2024-00063, effective for all cases pending or filed on or after October 7, 2024.]