



**UNITED STATES DISTRICT COURT
Eastern District of Wisconsin**

**NOTICE TO APPEAR and
COVID-19 HEALTH INFORMATION**

Please read all information carefully, it will help answer your questions.

The United States District Court for the Eastern District of Wisconsin has summoned you for jury service. You have been previously qualified and are now required to report on the date given in this Summons to Appear. It is important for you to appear as requested as it is vital that the court have enough jurors present for the jury selection process. We are aware of the circumstances surrounding COVID-19 and are committed to your safety. We are closely following and reinforcing the safety guidelines from the Centers for Disease Control and Prevention (CDC) and local and U.S. health authorities while also ensuring that we are able to continue with essential judicial proceedings.

We are taking reasonable precautions to protect your health during proceedings. This may include, where appropriate:

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| <ul style="list-style-type: none">• encouraging social distancing,• providing hand sanitizing stations,• cleaning touch points frequently, | <ul style="list-style-type: none">• using only large courtrooms and other large spaces to accommodate social distancing, and• installing Plexiglas partitions. |
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If the community level is **High** by the CDC definition, or if a judge requires it, face masks may be required in some locations of the building and during certain proceedings. You are strongly encouraged to bring your own face mask. Persons who do not bring their own face masks may obtain a disposable mask at the screening security station while supplies last.

PLEASE CONTACT THE JURY ADMINISTRATOR IMMEDIATELY AT 414-297-1209 OR jury_management@wied.uscourts.gov IF:

1. You feel that you, or a person that you live with or care for, are at high risk of becoming severely ill or developing serious health complications if infected with the COVID-19 virus, and don't believe that you could serve.
2. You are experiencing any of the following symptoms that are not attributable to another known condition:
 - A fever
 - New or worsening cough
 - Shortness of breath or trouble breathing
 - New loss of ability to taste or smell
 - Nausea, vomiting or diarrhea
3. You have recently been diagnosed with or been in close contact with any person who has been diagnosed with COVID-19. (Note: Close contact is defined by the CDC as having been within 6 feet of an individual for at least 15 minutes.)
4. You are currently in self-quarantine or caring for someone who was asked to self-quarantine, by any doctor or other medical health provider, hospital, or government agency.

If you are experiencing COVID-19 related symptoms or if any of the above conditions occur **between receiving this notice and the day you are instructed to report, DO NOT REPORT to the courthouse until you have called 1-414-297-1209. If no one answers, leave a detailed message with your full name, juror participant number, and a description of your symptoms.**