

DATE

Re: *CASE CAPTION, CASE NUMBER*

Dear Prospective Juror:

Welcome to the United States District Court for the Northern District of Illinois. Our system of justice depends on fair and impartial juries, and I thank you for your willingness to serve.

When you arrive in the courtroom, I will describe the nature of this case and introduce you to the people involved in the trial. The questions below are intended to focus on your ability to be completely objective and fair when serving as a juror in this particular case. These questions will be answered in a written questionnaire before jury selection, and then I will ask each of you follow-up questions about your qualifications to serve as a juror on this case during a questioning period in court. If these questions do not specifically cover some matter that in your judgment could (or would) negatively affect your ability to serve as a juror in this case, you should bring the matter to my attention before the questioning process ends. Honesty and openness are crucial to selecting a fair and impartial jury.

The written questionnaire will include the following information:

1. Your name.
2. Your age.
3. The name of the city, village, or town in which you live. (If you live in the City of Chicago, please tell us what part of the City.) Also, if you haven't lived at your current home for more than 5 years, please tell us where else you have lived in the past 5 years.
4. Do you rent or own your home?
5. How far did you go in school and what degrees do you have?
6. Did you serve in the military? Did any members of your immediate family or your household serve in the military?
7. Your employment information for the past 10 years:
 - a. Name and nature of the business or employer, and where located;

- b. General description of your job duties.
 - c. Do you supervise anyone at work?
8. Family and household information:
- a. If married, your spouse's employment information for the past 10 years.
 - b. If you have children, their ages and employment information (if any) for the past 10 years; and if any of them are married, the same employment information for your child's spouse.
 - c. If any other adult lives in your household, the same employment information about that person.
9. Whether you have ever sat on a jury before, and if so, whether that jury reached a verdict in the case (do not say what the verdict was). Please also explain whether any prior jury service related to a civil or criminal case or a grand jury.
10. Have you, someone in your immediate family, or member of your household ever been involved in a lawsuit or a criminal case as a party or witness?
11. What are your major hobbies or interests?
12. What do you like to read or watch? Where do you get your news? What television programs, if any, do you regularly watch? What internet sites do you regularly visit?
13. What groups, clubs, or organizations do you belong to? Do you hold any position of authority in them?
14. Do you hold any philosophical or religious beliefs that would prevent you from sitting in judgment of another person or company?
15. Do you have any relatives or close friends who work with or are lawyers, or who are private investigators?
16. Have you ever had any legal training or law courses or have you ever worked in a law office?
17. Attached is a list of names. These people may be witnesses or may be mentioned during the trial. Please review the list carefully and let me know if you believe you know someone on the list.

Sincerely,

Nancy L. Maldonado
United States District Court Judge

Witnesses or People Who May Be Mentioned At Trial
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