



United States District Court
Central District of California
Office of the Clerk

Jeffrey S. Thomason
Acting Chief Probation and Pretrial Services Officer
255 East Temple Street, Suite 1410
Los Angeles, CA 90012

Cristina M. Squieri Bullock
Chief Deputy of Administration
350 West 1st Street, Suite 4311
Los Angeles, CA 90012

Sara Tse Soo Hoo
Chief Deputy of Operations
255 East Temple Street, Suite TS-134
Los Angeles, CA 90012

Kiry K. Gray
District Court Executive / Clerk of Court
350 West 1st Street, Suite 4311
Los Angeles, CA 90012

Dear Summoned Juror:

The United States District Court for the Central District of California recognizes that the COVID-19 pandemic has impacted everyone and created difficult times for many. To ensure you answer this call as a summoned juror without unnecessary risk and to provide you with peace of mind knowing that we are committed to your safety and well-being, the Court has implemented important health and safety precautions, including the following:

- All individuals seeking entry to, or occupying, the courthouse must wear masks in all spaces, except under certain circumstances during in-court proceedings.
- Following CDC guidelines, we have placed social distancing signage and demarcations throughout the courthouse, including the jury assembly areas and courtrooms.
- We will make available face shields and disposable masks for prospective jurors. We will provide sworn jurors with Personal Protection Equipment (PPE) including disinfectant spray and hand sanitizer.
- Enhanced cleaning of the courthouse is repeated throughout the day.
- We have reduced building occupancy by holding telephonic and video proceedings where possible and maximized telework by our staff.

The Court will do its part to ensure this is a healthy and safe environment for you to fulfill your civic duty as a citizen of the United States. You can do your part by immediately completing your juror qualification online. If you do not have access to a computer, you may request a questionnaire in paper format by calling (855) 872-0933.

To accommodate jurors who have been impacted by the pandemic, you will have an opportunity to request to be postponed or excused from jury service on the questionnaire. You may also request a postponement or excusal through the court's website after submitting your questionnaire if your circumstances have changed. Your request to be postponed or excused from jury service should be submitted as soon as possible and before you report.

Do not report to the courthouse if you have experienced any COVID-19 symptoms (e.g., fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea) within 48 hours of your scheduled report date; or if you have been in close physical contact with anyone who is known to have COVID-19 or has any COVID-19 symptoms within 14 days of your scheduled report date; or if you are isolating or quarantining because you may have been exposed to a person with COVID-19 within 14 days of your scheduled report date or are worried that you may be sick with COVID-19; or if you are currently waiting on the results of a COVID-19 test. Instead, immediately call the jury assembly room at the number listed on your summons.

Thank you in advance for your service. We are grateful for your commitment to the justice system.

Sincerely,

A handwritten signature in black ink that reads "Kiry K. Gray".

Kiry K. Gray
Clerk of Court/District Court Executive

Eastern Division
3470 Twelfth Street, Room 134
Riverside, CA 92501

Southern Division
411 West Fourth Street, Suite 1053
Santa Ana, CA 92701