

STATE OF MICHIGAN

Sara S. Lisznyai
District Judge

DISTRICT



COURT

Kristina Shaneour
Clerk/Administrator
Recorder/Assignment Clerk

DISTRICT 2B

49 North Howell Street
Hillsdale, Michigan 49242
(517) 437-7329

Dear Prospective Juror:

You have been selected as a possible juror to participate in a one-day jury trial at the Hillsdale County District Court. Under the current worldwide circumstances, we understand the importance and are committed to keeping you and everyone involved in this trial safe and healthy. We would like you to know the measures that the Hillsdale District Court has taken to ensure that each participant in this jury trial feels safe to participate. We would like to highlight the important basics that you need to know when attending this trial and reiterate what you can do to keep yourself and others safe from the COVID-19 virus.

Before Trial:

1. Notify the District Court Administrator, Kris Shaneour, (517-437-7329, ext. 228 or k.shaneour@co.hillsdale.mi.us) if you feel sick or have COVID-19 symptoms, have traveled outside of Michigan within the last 14 days, or you have a fever above 100.4 degrees Fahrenheit.
2. Notify the District Court Administrator, Kris Shaneour, (517-437-7329, ext. 228 or k.shaneour@co.hillsdale.mi.us) if you are medically unable to wear a face covering.

During Trial:

1. You will be required to wear a mask. Please bring your own mask with you.
2. Your temperature will be taken with a touchless thermometer upon entry into the building.
3. Keep tissues handy in case you need to cough or sneeze.
4. Please limit bringing in personal items inside the building.
5. Each person will be six or more feet apart to ensure proper social distancing.
6. Do not share your belongings or items.
7. Do not touch other people's belongings or items.
8. You will be asked to wash your hands during each break/lunch.
9. The location will be cleaned and sanitized at the end of each day.

After Trial:

1. The location will be cleaned and sanitized thoroughly.
2. Any disposable items that are left behind will be thrown away (i.e. face coverings, etc.)

On _____, you need to come to the Hillsdale County Courthouse (the main courthouse with the clock tower and **not** the District Court Annex). Parking is available adjacent to the courthouse as well as on the street. You will enter the Courthouse through the doors located closest to Broad Street, on the south side of the building. There you will be screened, checked in, and given further direction on where to go next. We look forward to your attendance for the jury trial and accommodating each and every one of your needs to ensure your safety. Please make my office aware of any special accommodations you may need in relation to the COVID-19 crisis while participating as a juror in this trial.

Sincerely,

Hon. Sara S. Lisznyai
District Court Judge

Enclosure