



NSW Sheriff's Office

Attending court for jury service

Jury service can be a very interesting experience which allows everyday people to contribute to their community and the NSW Justice System.

If you have been summoned for jury service, you must attend court unless you receive confirmation that you have been excused or are no longer required.

When to attend

After 4:30pm on the day before you are required to attend:

- Check that you are still required to attend by visiting the juror website and logging in to your profile using your juror number and date of birth. You can also check your attendance requirements by calling the Juror Information Line on 1300 780 199. If you are required to attend on a Monday, the information will be available from the Friday prior, after 4:30pm.

Court usually sits on weekdays from 10:00am to 4.00pm, with lunch and morning tea breaks.

You may be required to attend court earlier than this on your first day, but your summons notice will tell you what time you should attend.

If you are selected to serve on a trial as a member of the jury, you will be provided with more information on times you will need to attend each day. There may be times when court will run later into the afternoon, however, the Judge will usually advise jurors of this.

What to wear

You should dress in neat, comfortable clothes. Please do not wear shorts or thongs.

You do not need to wear a suit or business attire, but you may be sitting for long periods of time, so it is important to be comfortable whilst still showing respect for the court.

Things to consider:

- Parking is not provided at most courthouses.
- You cannot leave the court premises unless you have been dismissed, so do not park in time limited parking (parking fines will not be reimbursed).
- Mobile phones are not permitted in the court room.

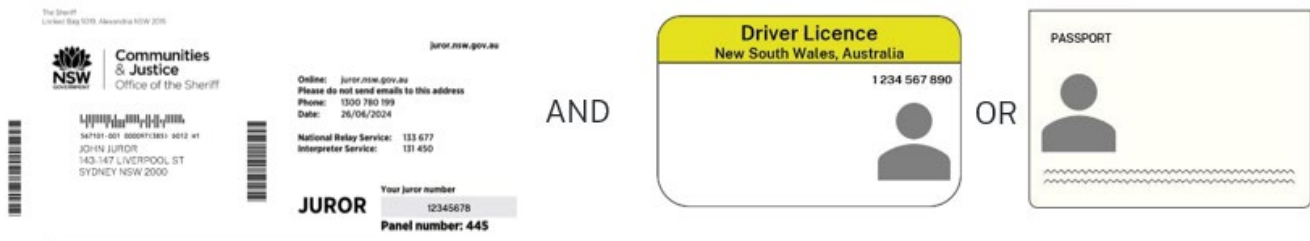


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What to bring

On your first day in court, bring your jury summons notice and valid photo ID such as a driver's licence or passport. If you do not have photo identification you may be asked to provide other forms of proof or supply particular information to confirm your identity.



Please bring: Your summons notice and valid photo ID

As it may take a while for the empanelling process to begin, it is a good idea to bring:

- some personal reading material,
- personal devices such as phones, tablets, laptops, and chargers,
- a snack/s (tea and coffee are usually provided).

Please note, however, that you cannot bring personal devices into the courtroom with you when empanelment starts. Devices and other belongings will be collected by an Officer for secure storage while you are in court.

If you are selected as a member of the jury for a trial, you will be given a juror ID tag which will have your unique identifying juror letter and other handy information on it. You should bring this tag and valid photo ID with you every day that you attend court.

Your juror ID tag should not be worn in public to ensure your privacy and anonymity is maintained. This tag will also be collected by an Officer once you have completed jury service.



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What not to bring

When entering the courthouse, you will be required to pass through security screening, similar to screening conducted at airports.

You cannot bring in firearms, knives, prohibited weapons, alcohol, or illegal drugs.

You may need to leave some items with the Sheriff's Officers at the security desk. These include:

- tools, such as screwdrivers, spanners, and hammers,
- scissors and other sharp items,
- helmets (motorcycle),
- syringes, which you do not have medical authority to use,
- spray cans,
- any other items deemed to be a security risk as advised by a Sheriff's Officer.

These items will be returned to you when you leave the court premises.

Further information on security in court can be found on the [Communities and Justice website](#).

What you cannot do on court premises

The following actions are prohibited within court premises.

You must not:

- Take photographs, videos, or audio recordings in the court complex.
- Make threats, including comments made about carrying weapons or explosives or intentions to cause damage or harm (these are taken seriously and entry to the building may be refused).
- Smoke or vape in court complexes. Some court houses may provide arrangements for a juror to attend a cigarette break during the lunch period only.
- Disclose or publish juror details, details about the trial or sensitive court materials, including on social media.