



## Loudoun County, Virginia

[www.loudoun.gov/clerk](http://www.loudoun.gov/clerk)

### News Release

---

Clerk of the Circuit Court  
P.O. Box 550  
18 East Market Street, Leesburg, VA 20178  
Email: [circuitclerk@loudoun.gov](mailto:circuitclerk@loudoun.gov)

**For Immediate Release**  
September 18, 2023

**Contact:** Gary M. Clemens, Clerk of the Circuit Court  
703-777-0270; [circuitclerk@loudoun.gov](mailto:circuitclerk@loudoun.gov)

### **Prospective Jurors Needed for 2024 Jury Trials**

The Clerk of the Circuit Court's Jury Management team is sending out 50,000 jury questionnaire postcards to Loudoun County residents in the month of September for the purpose of determining who is qualified for jury duty in Loudoun County in 2024. These mailings have begun will continue through the month of September.

Loudoun residents who receive a postcard are required to use an online, secure portal to complete the jury questionnaire instead of using paper documents. The postcard questionnaires are less expensive, and the online portal is a more efficient way for the recipient to complete the questionnaire and more efficient for the Clerk's Jury Office team to process tens of thousands of questionnaires.

The annual jury questionnaire process enables the circuit court to establish a qualified pool of jurors who may be summonsed to serve jury duty in 2024. While the questionnaire process is commencing now, those citizens who are deemed qualified to serve as jurors will not be called to serve jury duty until calendar year 2024. "The jury questionnaire postcard is not a summons for jury duty," stated Clerk of the Circuit Court Gary M. Clemens. "The questionnaire process is simply the first step to determine who is qualified to fulfill jury service in calendar year 2024."

Clemens is requesting that citizens who receive a jury questionnaire postcard to take the time to read and complete the questionnaire online by using the secure website link to access the online process. There are instructions in the questionnaire postcard to assist recipients who may not be able to complete the process online.

"The timely participation of those who receive the questionnaires is beneficial to the efficiency of the qualification process and it helps the court system provide the constitutional guarantee of a jury trial to criminal and civil litigants," Clemens said. "I appreciate the cooperation of each resident who receives a juror questionnaire postcard."

More information about jury duty and the juror questionnaires may be found at [loudoun.gov/jury](http://loudoun.gov/jury). To find out more about the services offered by the Clerk of the Circuit Court, visit [loudoun.gov/clerk](http://loudoun.gov/clerk).

###