

## Message to Employers about Jury Service

Your employee has been selected to serve as a juror in the United States District Court for the Eastern District of Tennessee. For our jury system to work, it is essential that the courts and employers form a partnership to ensure that all citizens are available to serve on juries when called. The importance of your participation cannot be emphasized enough. Cooperation from employers strengthens the jury system.

Any person summoned for jury service in U. S. District Court is required to report as directed unless excused by the Court. The grounds for excuse are limited as jury service is an acknowledged duty of citizenship and our form of government requires individuals to serve as jurors when called.

As an employer, you should be aware that the “Protection of Jurors’ Employment” statute (Title 28, U. S. Code, Sec.1875) and the order of this Court provide that an employer may not discharge, threaten to discharge, intimidate, or coerce any permanent employee because of the employee’s jury service, or the attendance or scheduled attendance in connection with jury service.

An employer violating these requirements is subject to:

- (1) liability for damages to the employee,
- (2) an injunction from further such violations and to provide appropriate relief, including the reinstatement of the employee,
- (3) a civil penalty of not more than \$5,000 for each violation as to each employee and,
- (4) an order to perform community service.

Furthermore, Tennessee Code Ann. 22-4-106 provides that employees serving on juries shall be entitled to their usual compensation reduced only by the amount of the daily jury attendance fee. (*See note below.*) This law also provides that employers may not discharge or in any manner discriminate against employees for serving as a juror.

For your payroll records, an attendance slip can be provided to your employee showing the date of attendance and the amount of the attendance fee.

If you have any questions regarding your obligations as an employer, please contact the jury administrator for the division to which your employee has been summoned:

|                             |              |
|-----------------------------|--------------|
| Chattanooga and Winchester: | 423-386-3511 |
| Greeneville:                | 423-783-2511 |
| Knoxville:                  | 865-329-4766 |

Thank you for your cooperation in this matter. By making your employee available for jury service you are serving your country as well.

LeAnna R. Wilson, Clerk  
United States District Court, Eastern District of Tennessee

*NOTE: This provision does not apply to any employer who employs on a regular basis fewer than five people or to any employee who has been employed on a temporary basis for less than six months.*