



**Superior Court of California  
County of Sonoma**

Shelly J. Averill  
Presiding Judge

ACCESS, SERVICE, JUSTICE

Robert M. Oliver  
Court Executive Officer

Christopher Honigsberg  
Assistant Presiding Judge

**For Immediate Release**

January 31, 2024

**JURORS TO RECEIVE NEW POSTCARD SUMMONS  
Sonoma County Superior Court Introduces New Jury Summons,  
Jury Portal**

Sonoma County, CA – Sonoma County prospective jurors will start to receive a new postcard jury summons this week, as the Sonoma County Superior Court completes an overhaul of its jury system. The postcard will replace the Court’s existing 8.5 by 14 -inch summons, a change made by a number of California courts in recent years and is intended to both improve juror experience and reduce postage and printing costs.

The Court’s upgraded jury system allows prospective jurors to complete most actions online through an improved self-service portal, which will replace the old summons’ paper response form. Through the portal, jurors can check reporting instructions, reschedule their date of service, and request to be excused or disqualified. The portal can be accessed by scanning the QR code on the summons or through the Court’s website at [sonoma.courts.ca.gov](http://sonoma.courts.ca.gov).

“The judicial system relies on jurors’ service, and we’re very glad to be able make these changes,” said Robert Oliver, Court Executive Officer and Jury Commissioner of the Sonoma County Superior Court. “The upgrade of the Court’s jury technology provides much needed modernization, and a new summons is long overdue.”

While prospective jurors may request to postpone or be excused from jury service, failure to report if instructed to may result in fines.

Individuals may also be disqualified from service for a number of reasons, including but not limited to, an insufficient understanding of the English language and not being a U.S. Citizen. Individuals who are disqualified from service must still follow instructions to communicate their disqualification to the Court and provide any necessary documentation.

All Sonoma County residents should beware of possible jury duty scams. Jury staff do not ask past or prospective jurors for personal or financial information such as credit cards, bank accounts, or Social Security numbers. Questions or concerns about jury duty or whether a jury summons is real, should be directed to the Court’s jury office at 707-521-6640.

**Locations:**

Hall of Justice  
600 Administration Drive  
Santa Rosa, CA 95403

Empire Annex Courthouse  
3035 Cleveland Avenue  
Santa Rosa, CA 95403

Civil & Family Law Courthouse  
3055 Cleveland Avenue  
Santa Rosa, CA 95403

Juvenile Justice Center  
7425 Rancho Los Guilicos  
Road  
Santa Rosa, CA 95409

**Phones:**

Main Information  
(707) 521-6500

Administration  
(707)521-6501



SUPERIOR COURT OF CALIFORNIA  
COUNTY OF SONOMA / JURY SERVICES  
600 ADMINISTRATION DRIVE, ROOM 102J  
SANTA ROSA, CA 95403

# OFFICIAL JURY SUMMONS

*Failure to report or respond to this summons may result in fines up to \$1500, incarceration, or both. (CCP 209).*

1. You have been summoned for jury service the week of <MM/DD/YYYY>.

2. Scan the QR code or go to [sonoma.courts.ca.gov](http://sonoma.courts.ca.gov) to:



- Obtain reporting instructions
- Sign-up for text or email notifications
- Schedule a postponement
- Request excusal or disqualification from service

3. You are on call for one week, Monday - Friday. You are required to obtain reporting instructions after 5:00 PM the business day prior to each day of service. **Do not report unless told to do so.**

Information may also be obtained by phone at **(707) 521-6640**. To ensure safety, anyone entering the courthouse must go through a security screening. Please contact the Court if you need ADA Assistance.

**READ INSTRUCTIONS CAREFULLY.  
SEE REVERSE FOR PARKING PASS AND  
JUROR BADGE.**