

## FIFTH JUDICIAL DISTRICT OF PENNSYLVANIA



Office of Jury Management  
City-County Building  
414 Grant Street, Suite 701-A  
Pittsburgh, Pennsylvania 15219  
(412) 350-5336 FAX (412) 350-3043  
jurycoordinator@alleghenycourts.us

You have indicated that you are actively serving in the Armed Forces of the United States. To be removed from the pool of qualified jurors, the certificate below must be completed and returned to the Office of Jury Management before the date of service on your summons. Upon receipt of your completed certificate, the Office of Jury Management will send a letter confirming your jury service excusal.

You will be expected to appear on your service date if you do not return a completed certificate. In such circumstances, failure to appear may result in court action.

### INSTRUCTIONS FOR COMPLETING THE MILITARY CERTIFICATE

1. The prospective juror must enter an ETS date, sign and date Section One.
2. The prospective juror's Commanding Officer must complete Section Two
3. Mail the completed form to:

Office of Jury Management  
414 Grant Street, Suite 701-A  
Pittsburgh, PA 15219

OR, fax the completed form to: (412) 350-3043

### MILITARY CERTIFICATE

#### SECTION ONE (to be completed by the prospective juror)

Name \_\_\_\_\_ Juror Number \_\_\_\_\_  
Address \_\_\_\_\_  
ETS Date \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

*The above-signed prospective juror certifies to the Court of Common Pleas of Allegheny County, Pennsylvania, this information under penalty of perjury pursuant to the provisions of the Pennsylvania Criminal Code, 18 Pa. C.S.A. §4904.*

#### SECTION TWO (to be completed by prospective juror's Commanding Officer)

The undersigned is the military Commanding Officer responsible for the prospective juror listed above (hereafter referred to as "military person").

\_\_\_\_\_, is currently in the active service of the Armed Forces of the United States or of the Commonwealth of Pennsylvania. ☐ Yes ☐ No

Commanding Officer's Name \_\_\_\_\_ Rank \_\_\_\_\_  
(please print)

Signature \_\_\_\_\_ Date \_\_\_\_\_

*The above-signed Commanding Officer certifies to the Court of Common Pleas of Allegheny County, Pennsylvania, this information under penalty of perjury pursuant to the provisions of Section 4904 of the Pennsylvania Criminal Code, 18 Pa. C.S.A. §4904.*