

Jury Duty Qualification Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I am writing to inquire about my qualification for jury duty. I received a summons to serve but have some questions regarding my eligibility due to [insert reason, e.g., age, health issues, prior commitments].

Could you please provide clarification on the criteria used to determine qualification for jury duty? Additionally, I would like to know the process for requesting an exemption or deferral if I am found ineligible.

Thank you for your assistance in this matter. I look forward to your prompt response.

Sincerely,

[Your Name]