



384th Judicial District Court
Jury Duty Court
500 E. San Antonio Ave. Rm. 904
El Paso, TX 79901
Tel (915) 543-3822
Fax (915) 543-3823
juryduty-court@epcounty.com
JUDGE MAX HIGGS
Presiding Judge

PLEASE NOTE: WHILE COURT IS IN SESSION, COURT PERSONNEL MAY NOT BE AVAILABLE TO ANSWER PHONE CALLS.

PROCEDURE:

If you failed to report to Jury Duty:

- You will be receiving a notice to report to the Jury Duty Court to explain why you failed to report.
- No exemptions are accepted after you fail to report to Jury Duty.
- If you have an address or name change please contact the Jury Duty Court immediately to update information.
- If you need to reschedule a hearing please contact the Jury Duty Court.

ADMISSION OF GUILT:

If you received a Notice and Order to Show Cause with a **JUROR ADMISSION OF GUILT OF CONTEMPT OF COURT AND WAIVER OF ALL DEFENSES** and would like to Plead Guilty without appearing in court, please mail your payment in form of cashier's check or money order along with signed waiver to 500 E. San Antonio, 9th floor room 904, El Paso, Texas 79901.

SIGN LANGUAGE INTERPRETER:

If you require a sign language interpreter please contact the Jury Duty Court as soon as you receive a Summons Hearing letter or Notice and Order to Show Cause in order to ensure services are available at time of hearing.

PARKING: PARKING FOR HEARINGS HELD IN THE JURY DUTY COURT WILL NOT BE VALIDATED. IT IS JURORS RESPONSIBILITY TO PAY FOR PARKING. PARKING IS AVAILABLE AT THE EL PASO COUNTY COURTHOUSE PARKING GARAGE OR IN THE SURROUNDING AREAS.

ATTIRE: JURORS ARE REQUIRED TO DRESS APPROPRIATELY. NO TANK-TOPS, SHORTS, LOW-CUT OR "SPAGHETTI STRAP" BLOUSES.