

What is the difference between Report Date and Service Week?

- *Please note: If you report online, you **DO NOT** have to appear on your Tuesday report date.*
- Report date is the deadline for jurors to report online and submit the completed questionnaire for jury service. Reporting online does not automatically assign you to a jury panel.
- Service week is when a juror has actually been chosen to serve on a jury panel. Panels are chosen on Thursday following the report date. Service week normally begins the Monday following the Tuesday report date. For example, if your report date is Tuesday, August 6th, your service week will begin on Monday, August 12th **IF** you are selected for a panel. It's best to make sure the service week is available for jury service. Depending on the needs of the court, some trials could last longer than one week.
- All jurors must report online 24 hours before the report date on the jury summons, at the latest. If a computer or smartphone is not available, a juror may come to Central Jury at 1302 Crickets Avenue, Lubbock, TX, Monday – Friday from 8am – 4pm to complete the questionnaire.
- Notification of being chosen for a panel will be sent out no later than the Friday after the report date.
- *All requests for reschedule must be done no later than 1 day prior to report date at the latest or it will be denied.*
- Once a juror has been placed on a panel, it is then too late to ask for a reschedule. The juror must contact the assigned court directly to get permission from the judge if they are unable to serve.
- It is best not to wait and take a chance in the hopes that you will not be chosen for jury service. If you know you have something important coming up during your service week, please reschedule as soon as you receive your summons.

Click here to register online for jury service: [Online Registration](#)