

**Report Location:**

Fort Bend County Justice Center  
1422 Eugene Heimann Circle  
1<sup>st</sup> Floor, Left Side, Room 10196  
Richmond, Texas 77469

**Jury Office Location**

Fort Bend County Justice Center  
1422 Eugene Heimann Circle  
3<sup>rd</sup> Floor, Room 31004  
Richmond, Texas 77469

**Jury Contact Information**

Telephone: (281) 344-3900 (281) 341-4523  
(281) 344-3988 (281) 344-3993  
Fax: (281) 238-3337

e-Mail: [jurydept@fortbendcountytx.gov](mailto:jurydept@fortbendcountytx.gov)

Online Portal: <https://fbcwebser.fortbendcountytx.gov/jury/>

**Directions**

**From Houston using US Highway 59:**

Head south on US Highway 59, take the Williams Way Blvd exit. Turn right onto Williams Way Blvd. Turn right onto Eugene Heimann Circle.

**From Houston using US Highway 90:**

Head west on US Highway 90, turn left onto 2<sup>nd</sup> Street. Turn left onto Fort Street. Turn right onto Front Street. Turn left onto Eugene Heimann Circle.

**From Needville/Guy using US Hwy 36:**

Head North on TX Hwy 36. Slight right on FM 2218. Slight right onto Avenue I. Continue onto Golfview Drive. Turn left onto Richmond Parkway. Turn right onto Eugene Heimann Circle.

**From Beasley using US Highway 59:**

Head North on US Highway 59 to FM 762 exit, continue on FM 762 Road. Take Golfview Drive to Richmond Parkway. Turn left onto Richmond Parkway. Turn right onto Eugene Heimann Circle.

**FINAL JURY INSTRUCTIONS:**

You are instructed to call our recorded message at **(281) 341-4506** after **5:00 P.M.** the evening before you are scheduled to appear for service. The message will tell you if there has been a change in your jury service. It is sometimes necessary to cancel or reschedule a jury panel, so you **MUST CALL** to receive final instructions.

Dear Prospective Juror:

You are hereby summoned for Jury service on **August «GO\_DAY», «GO\_YEAR» at«DAY1HR1»** at the **Fort Bend County Justice Center**.

**INSTRUCTIONS**

You must report for jury service unless you (1) claim an **exemption**; (2) are **disqualified**; or (3) choose to **postpone** your service.

**To Postpone your Service:** Contact the Fort Bend County District Clerk's Office before your scheduled date of service. To postpone: You are allowed ONE postponement. Please contact our office for available reschedule dates. Contact numbers: (281) 344-3900; (281) 341-4523; (281) 344-3988; (281) 344-3993 or e-Mail us at [jurydept@fortbendcountytx.gov](mailto:jurydept@fortbendcountytx.gov)

**To Exempt or Disqualify:** Check the exemption(s) or disqualification(s) that you that you are claiming. Sign the form. Mail, fax, email or take the form to the Fort Bend County District Clerk. NOTE: If you claim to be disqualified because you are not a resident of this county, you may become ineligible to vote in this county. If you state that you are not a U.S. Citizen, you will no longer be eligible to vote if you fail to provide proof of U.S. citizenship to your county voter registrar. Please note that exemptions are optional and you may choose to serve instead of claiming your exemption.

**Before Reporting for Jury Service:** Please complete the juror questionnaire and return via fax - (281) 238-3337; e-Mail - [jurydept@fortbendcountytx.gov](mailto:jurydept@fortbendcountytx.gov); mail - District Clerk, Attn: Jury Department, 1422 Eugene Heimann Cir Room 31004, Richmond, Texas 77469. *Proper Clothing Required: All persons entering the courtroom should be dressed in clothing reasonably befitting the dignity and solemnity of the court proceedings. Courtrooms remain at 72 degrees all year round.*

**Introducing the new online portal:** Jurors now have the option to submit exemptions, disqualifications, and questionnaires through this added feature. Please visit the following link: <https://fbcwebser.fortbendcountytx.gov/jury/>

**Questions or Special Accommodations:** Accommodations for the hearing and speech-impaired are available upon request. Please contact the Fort Bend County District Clerk's Office. Contact Information: (281) 344-3900; (281) 341-4523; (281) 344-3988; (281) 344-3993 or e-Mail us at [jurydept@fortbendcountytx.gov](mailto:jurydept@fortbendcountytx.gov)

Beverly McGrew Walker  
District Clerk  
Fort Bend County, Texas  
1422 Eugene Heimann Cir  
Richmond, Texas 77469



**STATE OF TEXAS  
COUNTY OF FORT BEND**

**JURY SUMMONS**

OFFICIAL BUSINESS  
Penalty For Private Use

**IMMEDIATE  
ATTENTION  
REQUIRED**

«FIRSTNM» «MIDDLENM» «LASTNM» «NMSUFFIX»  
«PS\_TRYNUM»/ «SORTSEQ»  
«STREET2» «UNIT»  
«STREET»  
«DestAddr\_CITY», «DestAddr\_STATE» «ZIP»