

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Clerk of Court's Name]
[Courthouse Name]
[Court Address]
[City, State, Zip Code]

Dear [Clerk of Court's Name],

Subject: Request for Exemption from Jury Duty Due to Financial Hardship

I hope this letter finds you well. I am writing to formally request an exemption from jury duty scheduled for [date of jury duty] due to significant financial hardship.

As the primary [breadwinner/provider] for my [family/household], I am currently facing [briefly explain your financial situation, e.g., loss of income, high medical bills, etc.]. Serving on a jury would create an undue burden on my finances as I cannot afford to lose income at this time.

I have attached documentation to support my request, including [list any attached documents, e.g., pay stubs, bank statements, bills].

Thank you for considering my request. I appreciate your understanding and look forward to your response.

Sincerely,
[Your Name]