

Melissa M. Pingel
Clerk of Court



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STUDENT JURY TRIAL INFORMATION

Greetings:

We are glad you are interested in the Winnebago County court system.

Instructions for students to follow regarding the schedule of a jury trial is available on our student jury trial information line at (920) 236-1100. This information line instructs the students on what to listen for to determine if a jury trial is proceeding as well as reminders of the information disclosed below.

Jury Trials are typically held on Mondays and Tuesdays and begin between 8:30 a.m. and 10:00 a.m. Since jury trials often settle or get rescheduled, please call (920) 236-4998 after 6:00 p.m. the night before the trial you wish to attend.

The pre-recorded message is used by the jurors to confirm if they must appear. If the message cancels the jurors, no trials will be held for the next day.

Due to some types of cases, the nature of some jury trials will not be open to the public. If there is a sign posted stating, "DO NOT ENTER, CLOSED COURT", you will not be permitted to observe that jury trial.

Upon entering the courthouse, you will have to go through security screening. To obtain details on what is permitted in the courthouse, please go to the Winnebago County website: Sheriff's Office / Courthouse Screening link. ([Winnebago Co. Courthouse Screening Center](#))

The Court does request that if you are coming and going during the proceeding, that you do so without interruption. Prohibited items include but are not limited to cell phones, recording devices, food, drinks, hats or any other inappropriate articles of clothing.

If you have specific questions, please call our jury clerks at (920) 236-4853. I hope you enjoy the jury trial experience.

Sincerely,

Melissa M. Pingel

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