

**STATE OF MAINE**  
**SUPREME JUDICIAL COURT**  
ADMINISTRATIVE ORDER JB-23-03

**ELECTRONIC ACCESS TO JUROR QUESTIONNAIRES**

Effective: July 17, 2023

**I. SCOPE**

The recent amendment to 14 M.R.S. § 1254-A(7) permits the Judicial Branch to provide access to the names of prospective jurors and the contents of juror qualification forms electronically upon request. *See* P.L. 2023, ch. 35, § 1 (effective May 24, 2023). This Administrative Order governs the process for such requests.

**II. PROCESS**

ShareFile is a proprietary online platform created by Citrix™ whereby documents can be uploaded by the court and viewed electronically by attorneys. The courts will use this platform to allow members of the Maine Bar to access the names of prospective jurors and the contents of juror qualification forms electronically.

- A. Any attorney wishing to access the names of prospective jurors and the contents of juror qualification forms electronically shall make the request in writing via email to the Clerk's office for the pertinent county.
- B. The attorney shall provide an email address to which a link to the questionnaires will be sent.
- C. A list of county emails is attached hereto as Exhibit A.
- D. The juror information may not be downloaded and is further subject to the requirements of the *Standing Order: Limited Access to Juror Information* (8/19/14), amended concurrently with this Administrative Order.

Promulgation Date: June 30, 2023

For the Court:

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Valerie Stanfill  
Chief Justice, Supreme Judicial Court

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AO JB-23-03 dated June 30, 2023, and effective July 17, 2023.

Signed by: Valerie Stanfill, Chief Justice, Maine Supreme Judicial Court

Issued to implement electronic access by attorneys to the names of prospective jurors and the contents of juror qualification forms upon request.

ADMINISTRATIVE ORDER JB-23-03  
ELECTRONIC ACCESS TO JUROR QUESTIONNAIRES  
EXHIBIT A

Androscoggin	juryinfoandroscoggin@courts.maine.gov
Aroostook	juryinfoaroostook@courts.maine.gov
Cumberland	juryinfocumberland@courts.maine.gov
Franklin	juryinfofranklin@courts.maine.gov
Hancock	JuryInfoHancock@courts.maine.gov
Kennebec	juryinfokennebec@courts.maine.gov
Knox	juryinfoknox@courts.maine.gov
Lincoln	juryinfoLincoln@courts.maine.gov
Oxford	juryinfoOxford@courts.maine.gov
Penobscot	juryinfopenobscot@courts.maine.gov
Piscataquis	juryinfopiscataquis@courts.maine.gov
Sagadahoc	juryinfosagadahoc@courts.maine.gov
Somerset	JuryInfoSomerset@courts.maine.gov
Waldo	juryinfowaldo@courts.maine.gov
Washington	juryinfowashington@courts.maine.gov
York County	juryinfoyork@courts.maine.gov