

SCHEDULE

Rules 29 and 34

Form 1

Juror Summons

Coroner (insert name) summons—

(insert juror name) of (insert juror address)

You are hereby summoned to appear before him or her as a juror on (insert date, time and place) until you are no longer needed.

You must attend at the date, time and place specified above unless you are told by an officer authorised by the coroner that you do not need to do so.

Date:

Coroner:

Coroner signature:

YOU MUST COMPLETE THE ATTACHED FORM AND RETURN IT TO (Insert name of the officer authorised by the coroner) IN THE ENVELOPE PROVIDED WITHIN THREE DAYS OF THE RECEIPT OF THIS SUMMONS

WARNING: IT IS AN OFFENCE TO SERVE ON A JURY AT AN INQUEST IF YOU ARE DISQUALIFIED FROM JURY SERVICE (SEE DETACHABLE FORM BELOW) AND KNOW THAT YOU ARE DISQUALIFIED FROM JURY SERVICE.

A person guilty of such an offence is liable on summary conviction to a fine not exceeding level 5 on the standard scale.

IT IS AN OFFENCE TO REFUSE WITHOUT REASONABLE EXCUSE TO ANSWER THE QUESTIONS IN THE DETACHABLE FORM AS TO WHETHER YOU ARE QUALIFIED TO SERVE AS A JUROR AT THE INQUEST, TO GIVE AN ANSWER TO SUCH A QUESTION KNOWING THE ANSWER TO BE FALSE IN A MATERIAL PARTICULAR, OR RECKLESSLY TO GIVE AN ANSWER TO SUCH A QUESTION THAT IS FALSE IN A MATERIAL PARTICULAR.

A person guilty of such an offence is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

IT IS AN OFFENCE FOR A PERSON WHO IS DULY SUMMONED AS A JUROR AT AN INQUEST TO MAKE ANY FALSE REPRESENTATION, OR TO CAUSE OR PERMIT TO BE MADE ANY FALSE REPRESENTATION ON YOUR BEHALF WITH THE INTENTION OF EVADING SERVICE AS A JUROR AT AN INQUEST.

A person guilty of such an offence is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

**Status:** This is the original version (as it was originally made).

IT IS AN OFFENCE FOR A PERSON TO MAKE OR CAUSE TO BE MADE, ON BEHALF OF A PERSON WHO HAS BEEN DULY SUMMONED AS A JUROR AT AN INQUEST, ANY FALSE REPRESENTATION WITH THE INTENTION OF ENABLING THE OTHER PERSON TO EVADE SERVICE AS A JUROR AT AN INQUEST.

A person guilty of such an offence is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

A coroner may impose a fine not exceeding £1000 on you if you fail without reasonable excuse to attend in accordance with the summons, or attend in accordance with the summons but refuse without reasonable excuse to serve as a juror. A fine may not be imposed under this paragraph unless the summons was served on you not later than 14 days before the day on which you were/ are required to attend.

**<DETACHABLE FORM>**

This form should be returned in the envelope provided within three days of receiving it.

Jurors details—

Surname:

Forename:

Date of birth:

Address:

Telephone number:

(If possible please provide a telephone number where you can be contacted between 9a.m. and 5p.m.)

INFORMATION GIVEN WILL BE TREATED IN THE STRICTEST CONFIDENCE

YOU ARE QUALIFIED for jury service if you—

- (a) are not less than eighteen not more than seventy years of age;  
(if you will be under eighteen on or have reached your seventieth birthday by the date on which your appearance is required you will NOT be eligible to serve as a juror)
- (b) are registered as a parliamentary or local government elector;
- (c) have lived in the United Kingdom, the Channel Islands or the Isle of Man for a period of at least five years since attaining the age of thirteen; and
- (d) are not one of the persons described in Parts I and II of Schedule 1 to the Juries Act 1974.

1. Are you QUALIFIED to serve as a juror? Please tick the appropriate:

YES

NO

If you have answered NO to question 1, please answer question 2 and sign the form at the end.

If you have answered YES and wish to be excused from jury service on this occasion, please go to question 3 below and then sign the form at the end.

2. I AM NOT QUALIFIED to serve on a jury because—

3. YOU ARE ENTITLED TO BE EXCUSED if you—

(a) are a full time serving member of Her Majesty's navy, military or air forces and your commanding officer certifies that it would be prejudicial to the efficiency of the service if you were required to be absent from duty;

(b) are a coroner within the same coroner area in which you have been summoned to attend as a juror; or

(c) are otherwise excused from attending by the coroner before whom you are summoned.

YOU MAY BE EXCUSED at the discretion of the Coroner or of the officer authorised by the Coroner on the grounds of poor health, illness, physical disability, insufficient understanding of English, holiday arrangements or any other good reason.

I WISH TO BE EXCLUDED from jury service on this occasion because—

(if you have any doubts as to whether you may be excused from jury service please write to the officer authorised by the Coroner at the address on the front of the summons.)

When you attend as a juror you may be discharged if there is doubt as to your capacity to serve on a jury because of physical disability or insufficient understanding of English.

I HAVE READ THE WARNING IN THE SUMMONS AND THE INFORMATION I HAVE GIVEN IS TRUE.

Signed:

Dated:

Status: This is the original version (as it was originally made).

Form 2
Record of an inquest

The following is the record of the inquest (including the statutory determination and, where required, findings)—

- 1. Name of the deceased (if known):
2. Medical cause of death:
3. How, when and where, and for investigations where section 5(2) of the Coroners and Justice Act 2009 applies, in what circumstances the deceased came by his or her death: (see note (ii)):
4. Conclusion of the coroner/ jury as to the death: (see notes (i) and (ii)):
5. Further particulars required by the Births and Deaths Registration Act 1953 to be registered concerning the death:

Table with 6 columns: 1. Date and place of death, 2. Name and surname of deceased, 3. Sex, 4. Maiden surname of woman who has married, 5. Date and place of birth, 6. Occupation and usual address

Signature of coroner (and jurors):

NOTES:

(i) One of the following short-form conclusions may be adopted:—

- I. accident or misadventure
II. alcohol / drug related
III. industrial disease
IV. lawful/ unlawful killing
V. natural causes
VI. open
VII. road traffic collision
VIII. stillbirth
IX. suicide

(ii) As an alternative, or in addition to one of the short-form conclusions listed under NOTE (i), the coroner or where applicable the jury, may make a brief narrative conclusion.

(iii) The standard of proof required for the short form conclusions of “unlawful killing” and “suicide” is the criminal standard of proof. For all other short-form conclusions and a narrative statement the standard of proof is the civil standard of proof.