### horizontal line**Jury Duty Financial Hardship Letter**

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

**[Court Name]**[Jury Duty Office or Recipient’s Name]  
[Address]  
[City, State, ZIP Code]

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

Dear [Recipient’s Name or "To Whom It May Concern"],

I am writing to request an exemption from jury duty due to significant financial hardship. I currently work [describe job, e.g., "as an hourly employee"], and my income is essential to cover my family’s basic living expenses. Participating in jury duty would result in a loss of wages, as my employer does not provide paid leave for this service.

I have attached [supporting documentation, such as a letter from your employer or a recent pay stub] to verify my situation. I sincerely appreciate your understanding and consideration of this request.

Thank you for your time and attention to this matter. Please let me know if additional information is required.

Sincerely,  
[Your Full Name]