

## **7.05 COURT LEAVE**

Employees required to perform a) jury duty, or b) court witness service under summons or subpoena where the employee is not a party to the action, shall receive full pay for time away from regularly scheduled work. Payment received for such service must be submitted for payment into the County Treasury and employees must provide such documentation and complete such forms as required by management to receive their pay. Employees dismissed from jury or witness service before the end of a regularly scheduled workday are expected to report for the remainder of their workday.

