

SCHEDULE A

The list of prospective statewide grand jurors shall be submitted via the secured internet application. Enclosed, please find a Statewide Grand Jury Submission Provider Manual to use when submitting the statewide grand jury lists.

The contact person for the secured internet application is Wen Cao. Please contact him for details at caow@flcourts.org or (850) 413-0121.

Please make sure that all data information relating to the randomly selected grand jurors conforms to the following ASCII format described below.

Field Name	Type	Length
Drivers License #	A	25
Last Name	A	36
First Name	A	36
Middle Name	A	25
Add1	A	36
Add2	A	36
City	A	25
State	A	2
Zip	A	10
County	A	2

Fig.1 Preferred Fix Length File Layout

Please include driver's license number in order to determine a more accurate identity for a potential juror.

It will be acceptable to submit a file without a driver's license number if this is not possible in the time allowed to obtain the data.

We will accept fixed length data files as per Fig.1 above.

The contact person for data collection, structure, or further clarification is Wen Cao. Please contact him at caow@flcourts.org or please call him at (850) 413-0121.