



NEW YORK STATE
Unified Court System

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BUDGET BULLETIN	NUMBER 364	June 2, 2006
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TO: Holders of the Financial Planning and Control Manual

SUBJECT: Juror Meals

**** This supersedes the jury meal rate provisions promulgated via Budget Bulletin number 332, dated January 3, 2001.***

As provided in section 521 of the Judiciary Law, jury fees, including meals, are a State expense to be paid from funds appropriated for the operations of the Unified Court System. This bulletin is intended to reiterate both the rates and policies applicable to the provision of juror meals.

Effective immediately, the maximum rates for meals provided to individuals serving as jurors throughout the state, including meals provided to grand jurors, shall be as follows:

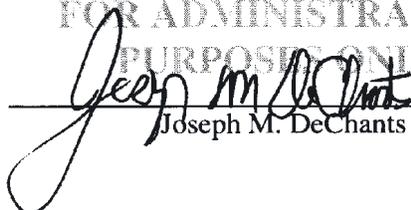
Breakfast	Lunch	Dinner	Per Diem Total
\$9.00	\$13.00	\$27.00	\$49.00

As maximums, Commissioners of Jurors should continue to negotiate more economical meal rates wherever feasible. In those instances in which meals are obtained at rates below the maximums established herein, only the actual cost of the meal may be reimbursed. These rates are inclusive of all tips and/or gratuities.

Meal eligibility as provided herein is limited to sequestered jurors and the security personnel specifically assigned to guard and/or escort the jurors. No other persons are eligible for jury meals purchased at State expense. District Office staff responsible for overseeing the payment of jury meal expenses should require a reasonable itemization of the meals provided to ensure compliance with this policy.

Please ensure distribution of this bulletin to all personnel within your respective jurisdictions who may be responsible for the processing of, or the monitoring of internal controls relating to, jury expenses.

NYS UNIFIED COURT SYSTEM
FOR ADMINISTRATIVE
PURPOSES ONLY



Joseph M. DeChants