**GRAND JURY – NO TRUE BILLS**

**L.R.D. 04/30/2012**

After testimony under oath before the Grand Jury is heard and the evidence considered, a vote is taken to determine if there is probable cause to indict the defendant(s). If there are not sufficient votes to indict, a “No True Bill” is returned.

Grand Jury Clerk:

* delivers the “No True Bill” to Exhibits/Grand Jury Services (Ex/GJS) which may include the following documents:
	+ Grand Jury Minutes
	+ “No True Bill” minute entry
	+ Indictment
	+ Court Information Sheet (CIS)
* Files the Grand Jury Minutes and Indictment
* Ensures that “No True Bill” is stamped or hand-written on each document

Ex/GJS:

* verifies the Grand Jury Minutes and Indictment are filed by the grand jury clerk
* verifies the Grand Jury Minutes are signed by the clerk of the grand jury (foreman)
* verifies the grand jury minutes, minute entry, indictment and court information sheet is stamped or hand-written with “No True Bill”
* packages the original documents and retains for one year from the file date
* at the conclusion of the retention period
	+ prepares the “Report/Certificate of Records Destruction” and forwards to Arizona State Library, Archives and Public Records, Records Management Division, and shreds the documents

If exhibits are submitted by the prosecuting agency (Maricopa County Attorney’s Office or Arizona State Attorney General’s Office), they are returned to the agency after the one year retention period.