NOTICE OF APPEAL TRANSCRIPT ORDER

JD-ES-38 Rev. 9-20
P.B. §§ 63-4, 63-8, 63-8A

CONNECTICUT JUDICIAL BRANCH

www.jud.ct.gov

ADA Notice
The Judicial Branch of the State of Connecticut complies with the Americans with Disabilities Act (ADA). If you need a reasonable accommodation in accordance with the ADA, contact a court clerk or an ADA contact person listed at *www.jud.ct.gov/ADA*.

INSTRUCTIONS TO PERSON ORDERING A TRANSCRIPT FOR AN APPEAL:
1. Fill out section 1 only and give this form to the Official Court Reporter.
2. Give the Official Court Reporter the name and address of all counsel and self-represented parties of record.
3. After the Official Court Reporter fills out section 3 and returns the form to you, fill out section 4.

Appeal Docket Number

Section 1.

Name of case	Trial court docket number

Hearing dates of transcript being ordered

Trial court location	Judicial District of

Name(s) of Judge(s)	Case type *(Select one)*	Case tried to *(Select one)*	Appeal to *(Select one)*
	☐ Criminal ☐ Civil ☐ Housing ☐ Juvenile ☐ Family	☐ Jury ☐ Court	☐ Supreme Court ☐ Appellate Court

Appeal *(Select one)*

☐ 1. From judgment in juvenile matters:
- ☐ (a) concerning Termination of Parental Rights
- ☐ (b) other than Termination of Parental Rights

☐ 2. From a criminal judgment where defendant is:
- ☐ (a) incarcerated
- ☐ (b) not incarcerated

☐ 3. From court closure order
☐ 4. Involving the public interest
☐ 5. From judgment involving custody of minor children
☐ 6. From all other judgments

An electronic version of a previously delivered transcript is being ordered: ☐ Yes ☐ No

Describe in detail, including specific dates, the parts of the proceedings for which a transcript is being ordered. If you are ordering an electronic version of a previously delivered transcript, indicate that the paper transcript already was delivered. Attach a sheet of plain paper if needed.

From

Name of person ordering transcript	E-mail address	
Mailing address		Telephone number
Relationship (*Attorney for Plaintiff, Defense, etc.*)	Signature of person ordering transcript	Date signed

Do not write below this line when ordering the transcript.

Section 2. Official Court Reporter's Appeal Transcript Order Acknowledgment *(Completed by Official Court Reporter after satisfactory financial arrangements have been made pursuant to Section 63-8 of the Connecticut Practice Book.)*

Name(s) of Reporter(s)/Monitor(s)	Name(s) of Transcribing Reporter(s)/Monitor(s) (if different)	Estimated number of pages	Only electronic version of previously delivered transcript? Yes	No	Number of pages previously delivered	Estimated delivery date
			☐	☐		
			☐	☐		
			☐	☐		

☐ ***JD-ES-038C attached for additional names of reporter(s)/monitor(s)***	Total estimated pages	Total delivered pages	Final Estimated delivery date

Name of Official Court Reporter	Signature of Official Court Reporter	Date signed

Order Acknowledgment

Section 3. Official Court Reporter's Certificate of Completion
(Completed by Official Court Reporter upon delivery of the entire transcript ordered above.)

Actual number of pages in entire Appeal Transcript: _____ Date of final delivery (Practice Book Section 63-8(c)) _____

This certificate is filed as required by Practice Book Section 63-8	Signature of Official Court Reporter	Date signed

Section 4. Certification of Service by Ordering Party *(Ordering party to file completed certificate with the Appellate Clerk)*

I certify that a copy of the above Certificate of Completion was served on all counsel and self-represented parties of record.

Signature of ordering party	Date signed

Print Form Reset Form