

**SUMMONS - CIVIL**

JD-CV-1 Rev. 2-22  
C.G.S. §§ 51-346, 51-347, 51-349, 51-350, 52-45a, 52-48, 52-259;  
P.B. §§ 3-1 through 3-21, 8-1, 10-13

For information on  
ADA accommodations,  
contact a court clerk or  
go to: [www.jud.ct.gov/ADA](http://www.jud.ct.gov/ADA).

STATE OF CONNECTICUT  
**SUPERIOR COURT**  
[www.jud.ct.gov](http://www.jud.ct.gov)



**Instructions are on page 2.**

- Select if amount, legal interest, or property in demand, not including interest and costs, is LESS than \$2,500.
- Select if amount, legal interest, or property in demand, not including interest and costs, is \$2,500 or MORE.
- Select if claiming other relief in addition to, or in place of, money or damages.

**TO: Any proper officer**

By authority of the State of Connecticut, you are hereby commanded to make due and legal service of this summons and attached complaint.

Address of court clerk (Number, street, town and zip code)		Telephone number of clerk ( ) -	Return Date (Must be a Tuesday)
<input type="checkbox"/> Judicial District	G.A. Number: _____	At (City/Town)	Case type code (See list on page 2)
<input type="checkbox"/> Housing Session			Major:                      Minor:

**For the plaintiff(s) enter the appearance of:**

Name and address of attorney, law firm or plaintiff if self-represented (Number, street, town and zip code)		Juris number (if attorney or law firm)
Telephone number ( ) -	Signature of plaintiff (if self-represented)	
The attorney or law firm appearing for the plaintiff, or the plaintiff if self-represented, agrees to accept papers (service) electronically in this case under Section 10-13 of the Connecticut Practice Book. <input type="checkbox"/> Yes <input type="checkbox"/> No		E-mail address for delivery of papers under Section 10-13 of the Connecticut Practice Book (if agreed)

Parties	Name (Last, First, Middle Initial) and address of each party (Number; street; P.O. Box; town; state; zip; country, if not USA)	
<b>First plaintiff</b>	Name: Address:	<b>P-01</b>
<b>Additional plaintiff</b>	Name: Address:	<b>P-02</b>
<b>First defendant</b>	Name: Address:	<b>D-01</b>
<b>Additional defendant</b>	Name: Address:	<b>D-02</b>
<b>Additional defendant</b>	Name: Address:	<b>D-03</b>
<b>Additional defendant</b>	Name: Address:	<b>D-04</b>
<b>Total number of plaintiffs:</b>	<b>Total number of defendants:</b>	<input type="checkbox"/> Form JD-CV-2 attached for additional parties

**Notice to each defendant**

1. **You are being sued.** This is a summons in a lawsuit. The complaint attached states the claims the plaintiff is making against you.
2. To receive further notices, you or your attorney must file an *Appearance* (form JD-CL-12) with the clerk at the address above. Generally, it must be filed on or before the second day after the Return Date. The Return Date is not a hearing date. You do not have to come to court on the Return Date unless you receive a separate notice telling you to appear.
3. If you or your attorney do not file an *Appearance* on time, a default judgment may be entered against you. You can get an *Appearance* form at the court address above, or on-line at <https://jud.ct.gov/webforms/>.
4. If you believe that you have insurance that may cover the claim being made against you in this lawsuit, you should immediately contact your insurance representative. Other actions you may take are described in the Connecticut Practice Book, which may be found in a superior court law library or on-line at <https://www.jud.ct.gov/pb.htm>.
5. If you have questions about the summons and complaint, you should talk to an attorney.

**The court staff is not allowed to give advice on legal matters.**

Date	Signed (Sign and select proper box) <input type="checkbox"/> Commissioner of Superior Court <input type="checkbox"/> _____ Clerk	Name of person signing
If this summons is signed by a Clerk:		<i>For Court Use Only</i>
<ul style="list-style-type: none"> <li>a. The signing has been done so that the plaintiff(s) will not be denied access to the courts.</li> <li>b. It is the responsibility of the plaintiff(s) to ensure that service is made in the manner provided by law.</li> <li>c. The court staff is not permitted to give any legal advice in connection with any lawsuit.</li> <li>d. The Clerk signing this summons at the request of the plaintiff(s) is not responsible in any way for any errors or omissions in the summons, any allegations contained in the complaint, or the service of the summons or complaint.</li> </ul>		File Date
I certify I have read and understand the above:	Signed (Self-represented plaintiff)	Date
		Docket Number

**Instructions**

1. Type or print legibly. If you are a self-represented party, this summons must be signed by a clerk of the court.
2. If there is more than one defendant, make a copy of the summons for each additional defendant. Each defendant must receive a copy of this summons. Each copy of the summons must show who signed the summons and when it was signed. If there are more than two plaintiffs or more than four defendants, complete the Civil Summons Continuation of Parties (form JD-CV-2) and attach it to the original and all copies of the summons.
3. Attach the summons to the complaint, and attach a copy of the summons to each copy of the complaint. Include a copy of the Civil Summons Continuation of Parties form, if applicable.
4. After service has been made by a proper officer, file the original papers and the officer's return of service with the clerk of the court.
5. Use this summons for the case type codes shown below.

Do not use this summons for the following actions:

- |   |   |
|---|---|
| (a) Family matters (for example divorce, child support, custody, parentage, and visitation matters) | (e) Administrative appeals                |
| (b) Any actions or proceedings in which an attachment, garnishment or replevy is sought             | (f) Proceedings pertaining to arbitration |
| (c) Applications for change of name   | (g) Summary Process (Eviction) actions    |
| (d) Probate appeals   | (h) Entry and Detainer proceedings        |
|   | (i) Housing Code Enforcement actions      |

**Case Type Codes**

MAJOR DESCRIPTION	CODE Major/Minor	MINOR DESCRIPTION	MAJOR DESCRIPTION	CODE Major/Minor	MINOR DESCRIPTION
<b>Contracts</b>	C 00	Construction - All other	<b>Property</b>	P 00	Foreclosure
	C 10	Construction - State and Local		P 10	Partition
	C 20	Insurance Policy		P 20	Quiet Title/Discharge of Mortgage or Lien
	C 30	Specific Performance		P 30	Asset Forfeiture
	C 40	Collections		P 90	All other
	C 50	Uninsured/Underinsured Motorist Coverage	<b>Torts (Other than Vehicular)</b>	T 02	Defective Premises - Private - Snow or Ice
	C 60	Uniform Limited Liability Company Act – C.G.S. 34-243		T 03	Defective Premises - Private - Other
C 90	All other	T 11	Defective Premises - Public - Snow or Ice		
<b>Eminent Domain</b>	E 00	State Highway Condemnation	T 12	Defective Premises - Public - Other	
	E 10	Redevelopment Condemnation	T 20	Products Liability - Other than Vehicular	
	E 20	Other State or Municipal Agencies	T 28	Malpractice - Medical	
	E 30	Public Utilities & Gas Transmission Companies	T 29	Malpractice - Legal	
	E 90	All other	T 30	Malpractice - All other	
<b>Housing</b>	H 10	Housing - Return of Security Deposit	T 40	Assault and Battery	
	H 12	Housing - Rent and/or Damages	T 50	Defamation	
	H 40	Housing - Housing - Audita Querela/Injunction	T 61	Animals - Dog	
	H 50	Housing - Administrative Appeal	T 69	Animals - Other	
	H 60	Housing - Municipal Enforcement	T 70	False Arrest	
	H 90	Housing - All Other	T 71	Fire Damage	
	<b>Miscellaneous</b>	M 00	Injunction	T 90	All other
M 10		Receivership	<b>Vehicular Torts</b>	V 01	Motor Vehicles* - Driver and/or Passenger(s) vs. Driver(s)
M 15		Receivership for Abandoned/Blighted Property		V 04	Motor Vehicles* - Pedestrian vs. Driver
M 20		Mandamus		V 05	Motor Vehicles* - Property Damage only
M 30		Habeas Corpus (extradition, release from Penal Institution)		V 06	Motor Vehicle* - Products Liability Including Warranty
M 40		Arbitration		V 09	Motor Vehicle* - All other
M 50		Declaratory Judgment		V 10	Boats
M 63		Bar Discipline		V 20	Airplanes
M 66		Department of Labor Unemployment Compensation Enforcement		V 30	Railroads
M 68		Bar Discipline - Inactive Status		V 40	Snowmobiles
M 70		Municipal Ordinance and Regulation Enforcement		V 90	All other
M 80		Foreign Civil Judgments - C.G.S. 52-604 & C.G.S. 50a-30	*Motor Vehicles include cars, trucks, motorcycles, and motor scooters.		
M 83		Small Claims Transfer to Regular Docket	<b>Wills, Estates and Trusts</b>	W 10	Construction of Wills and Trusts
M 84		Foreign Protective Order		W 90	All other
M 89		CHRO Action in the Public Interest - P.A. 19-93			
M 90		All other			