

**APPLICATION FOR APPOINTMENT AS A MAGISTRATE**  
**(Pursuant to C.G.S. § 51-193f)**

JD-ES-268 Rev. 11-22

STATE OF CONNECTICUT  
**SUPERIOR COURT**  
www.jud.ct.gov



**Instructions**

1. Answer all questions completely. If you need additional space to answer one or more questions, attach additional pages referencing the question(s) being answered.
2. Obtain and submit 3 letters of reference.
3. E-mail the completed application to: [Magistrate.Matters@jud.ct.gov](mailto:Magistrate.Matters@jud.ct.gov)

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

Name:	Juris number:	Date:
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**General**

1. State your full name. (If you have ever been known by any other name, state the name and reason for change.)
2. Contact information:
  - a. State your office and home address, telephone numbers, and fax numbers. (Include name of law firm, if applicable.)
  - b. State your e-mail address on file with the Judicial Branch's E-services.
3. On what date were you admitted to practice law in the State of Connecticut? \_\_\_\_\_
4. Are you an attorney in good standing in the State of Connecticut? (You will be required to obtain and submit a Certificate of Good Standing if you are selected for appointment as a Magistrate. See <http://www.jud.ct.gov/CBEC/faq3.htm#G5>.)  
 Yes     No
5. List all other courts in which you are presently admitted to practice, including the dates of admission in each case. Give the same information for administrative bodies having special admission requirements.

6. Specify the Judicial District(s) and specialized dockets for which you wish to be appointed.

**Judicial Districts:**

- |  |  |
|--|--|
| <input type="checkbox"/> Ansonia-Milford at Milford and at Derby | <input type="checkbox"/> New Haven at New Haven and at Meriden   |
| <input type="checkbox"/> Danbury                                 | <input type="checkbox"/> New London at New London and at Norwich |
| <input type="checkbox"/> Fairfield                               | <input type="checkbox"/> Stamford-Norwalk at Stamford            |
| <input type="checkbox"/> Hartford                                | <input type="checkbox"/> Tolland                                 |
| <input type="checkbox"/> Litchfield at Torrington                | <input type="checkbox"/> Waterbury                               |
| <input type="checkbox"/> Middlesex                               | <input type="checkbox"/> Windham                                 |
| <input type="checkbox"/> New Britain                             | <input type="checkbox"/> Wethersfield - Centralized Dockets      |

7. Do you, any member of a law firm with which you are associated, or your employer have any matter(s) pending or represent any party with any matter(s) pending:
  - a. That can be heard by a magistrate?
  - b. In a Judicial District listed in #6 above? (If yes, identify the Judicial District(s).)
8. Describe your experience that demonstrates you can perform the duties of a magistrate. (Please reference any service as a small claims/motor vehicle magistrate, small claims commissioner, fact-finder, arbitrator, attorney trial referee, special master, or any similar capacity.)

Name:	Juris number:	Date:
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9. Describe your experience using video and telephone conference platforms.

## Conduct

1. Have you ever been found in violation of the Connecticut Rules of Professional Conduct or their equivalent in another jurisdiction? If so, state the particulars.
2. Have you ever been disbarred in any jurisdiction? If so, provide the details and date of readmission.
3. Are you aware of any complaints concerning your conduct being made to a person within the judicial system, other than the Statewide Grievance Committee, such as to any administrative judge or the Chief Court Administrator? If so, explain the complaint and the disposition of the complaint.
4. Have you ever been arrested? If yes, give circumstances.
5. Have you been convicted of violating any federal, state, county, or municipal law, regulation, or ordinance? If so, give the details.
6. Have you ever filed for bankruptcy or had bankruptcy proceedings initiated against you? If so, explain.
7. Do you presently have any non-current unpaid tax or Client Security Fund fee obligations? If so, explain.

## Current Employment

1. If you are not actively engaged in the practice of law at the present time, state the details of your current employment.
2. If you are or have previously been engaged in the practice of law, describe the general character of your practice. Indicate the nature of your typical clients and whether you have practiced in any specialty area. If the nature of your practice has been substantially different at any time, give the details, including the nature of your earlier practice.
3. Are you employed by the State of Connecticut in any position? If yes, explain.

Name:	Juris number:	Date:
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4. Do you contract with the State of Connecticut to provide services? If yes, explain.

5. Describe any experience you have with alternative dispute resolution including any current or prior service as a neutral and any coursework, certificates, or certifications you hold.

### Civic, Professional And Other Associations

1. Describe any pro bono or community service activities in which you are or have been engaged including any connections to civic, charitable, or social organizations.

2. Do you currently belong or have you belonged to any organization that discriminates on the basis of race, sex, sexual orientation, disability, ancestry, or religion through either formal membership requirements or the practical implementation of membership policies? If so, state the organization and the dates of membership.

### All Applicants

Is there anything not otherwise disclosed above regarding you or any member of your immediate family that  
 (i) would be of concern with respect to the office of magistrate should that information be publicized or  
 (ii) could adversely affect your ability to continue to serve as a magistrate? If so, explain.

### Required Attachments

1. [Magistrate Application - Authorization for Release of Information](#) (form number JD-ES-279)
2. Your current résumé.
3. Three letters of reference. At least one letter should speak to your ability to serve as a magistrate.

### I apply to be appointed as a magistrate in accordance with Section 51-193/ of the Connecticut General Statutes.

I am a Commissioner of the Superior Court of Connecticut and have been admitted to practice in this state for at least five years. If appointed as a magistrate, I will

- Abide by all guidelines prepared by the Office of the Chief Court Administrator, act in accordance with the Preamble and Scope of the Code of Judicial Conduct and comply with the Rules of Canons 1 and 2 and Rules 3.1, 3.3, 3.5, and 3.6 of Canon 3 of the Code of Judicial Conduct in addition to the Rules of Professional Conduct,
- Obtain and maintain access to the E-services of the Connecticut Judicial Branch, and
- Satisfactorily complete such programs as the Chief Court Administrator may require.

\_\_\_\_\_  
 Signed (Applicant)

\_\_\_\_\_  
 Date Signed