

APPENDIX D (4-23-07 mins)

Sec. 24-10. —Service of Small Claims Writ and Notice of Suit

(a) Except as provided in subsection (b) of this section, the clerk shall send the writ and notice of suit and answer form by first class mail separately to each defendant who is not an out-of-state corporation to one or more of the addresses supplied by the plaintiff. The clerk shall document the mailing date, and the nondelivery of the notice if any. On or before the date the clerk mails the writ and notice of suit to each such defendant, the clerk shall [give or mail a copy of such writ and notice of suit to] send notice to each plaintiff or representative of the docket number and answer date.

(b) For each defendant who is an out-of-state corporation, the plaintiff shall cause service of the writ and notice of suit and answer form to be made in accordance with the General Statutes. The officer or other person lawfully empowered to make service shall make return of service to the court. The clerk shall document the return of service.

COMMENTARY: The changes to this section will allow the clerk to send notice of the docket number and answer date by automated systems rather than by the labor intensive procedures currently required.