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- ☐ ☐ Brief cover page is typed in a 12 point or larger serif font (P.B. § 67-2A).
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- ☐ ☐ Brief cover page includes nature of brief (e.g., brief of defendant-appellant) (P.B. § 67-2A).
- ☐ ☐ Brief cover page includes name, address, telephone number, and email address of counsel of record (P.B. § 67-2A).
- ☐ ☐ Briefs and appendices filed as text searchable PDF (P.B. § 67-2A).
- ☐ ☐ 1 1/2 inch margins on all sides (P.B. § 67-2A).
- ☐ ☐ Uniform line spacing (between 1.3x and 1.5x, including block quotes and foot notes) (P.B. § 67-2A).
- ☐ ☐ 12 point serif font, including footnotes (but excluding headings, which must be 14 point serif font) (P.B. § 67-2A).
- ☐ ☐ Left aligned text (P.B. § 67-2A).
- ☐ ☐ Bold face or italic emphasis tools (not underlined) (P.B. § 67-2A).
- ☐ ☐ Sequentially numbered sections (P.B. § 67-2A).
- ☐ ☐ Single paginated scheme (Page 1 of x, starting with the cover page) (P.B. § 67-2A).
- ☐ ☐ Brief and/or party appendix were uploaded as a single, continuous document (P.B. § 67-2A).
- ☐ ☐ Includes bookmarks (to each section of the brief and to each item included in the party appendix (P.B. § 67-2A).
- ☐ ☐ Includes distinguishable, internal hyperlinks for citations to party appendix (P.B. § 67-2A).
- ☐ ☐ Brief does not exceed allotted word count¹ (See P.B. § 67-3A).
- ☐ ☐ Brief includes a table of contents (P.B. §§ 67-4, 67-5, 67-5A).
- ☐ ☐ Brief includes a statement of issues or counter issues (P.B. §§ 67-4, 67-5, 67-5A).
- ☐ ☐ Brief includes a table of authorities (P.B. §§ 67-4, 67-5, 67-5A).
- ☐ ☐ Brief includes a statement of facts or counter statement (P.B. §§ 67-4, 67-5, 67-5A).
- ☐ ☐ Brief includes an argument section (P.B. §§ 67-4, 67-5, 67-5A).
- ☐ ☐ Brief includes a conclusion and statement of relief requested (P.B. §§ 67-4, 67-5, 67-5A).
- ☐ ☐ Brief includes a signature (P.B. §§ 67-4, 67-5, 67-5A).
- ☐ ☐ Party appendix includes a table of contents (P.B. § 67-2A).
- ☐ ☐ Brief includes required certifications pursuant to P.B. § 67-2A (f)(1): certification that a copy of the brief and party appendix, if any, has been sent electronically to each counsel of record in compliance with § 62-7 (which lists the names and email addresses for counsel of record), except for counsel of record exempt from electronic filing pursuant to § 60-8, to whom a paper copy of the brief and party appendix, if any, must be sent (which lists the names and physical addresses for counsel of record).
- ☐ ☐ Brief includes required certifications pursuant to P.B. § 67-2A (f)(2): certification that the brief and party appendix have been redacted or do not contain any names or other personal identifying information that is prohibited from disclosure by rule, statute, court order or case law, unless the brief is filed pursuant to § 79a-6.
- ☐ ☐ Brief includes required certifications pursuant to P.B. § 67-2A (f)(3): certification of the word count in the brief.

Comments:

¹Appellant and appellee brief – 13,500 words; appellant or cross appellant reply brief – 6,500 words; appellee-cross appellant combined brief – 18,000 words; appellant-cross appellee combined brief and reply – 16,000 words.