

**NOTICE OF APPEAL
TRANSCRIPT ORDER**JD-ES-38 Rev. 1-22
P.B. §§ 63-4, 63-8, 63-8A**Effective January 3, 2022, all attorneys, unless exempt from e-filing, are required to use the online transcript ordering system to order a transcript.****This system is located within E-Services at <https://sso.eservices.jud.ct.gov/TranscriptReq/>.****If you are not an attorney, but are enrolled in E-Services, you may also use this system.**STATE OF CONNECTICUT
SUPERIOR COURT
www.jud.ct.gov**For information on ADA accommodations, contact a court clerk or go to: www.jud.ct.gov/ADA.****Individuals not using the online transcript ordering system must:**

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.

Section 1.

Name of case

Appeal Docket Number

Trial court docket number

Hearing dates of transcript being ordered

Proceeding type (Select one)

☐ In-person ☐ Virtual

Trial court location

Judicial District of

Name(s) of Judge(s)

Case type (Select one)

☐ Criminal ☐ Civil ☐ Housing
☐ Juvenile ☐ Family

Case tried to (Select one)

☐ Jury
☐ Court

Appeal to (Select one)

☐ Supreme Court
☐ Appellate Court**Appeal**
(Select one)

- | | |
|--|--|
| <input type="checkbox"/> 1. From judgment in juvenile matters: <input type="checkbox"/> (a) concerning Termination of Parental Rights <input type="checkbox"/> (b) other than Termination of Parental Rights | <input type="checkbox"/> 3. From court closure order <input type="checkbox"/> 4. Involving the public interest <input type="checkbox"/> 5. From judgment involving custody of minor children <input type="checkbox"/> 6. From all other judgments |
| <input type="checkbox"/> 2. From a criminal judgment where defendant is: <input type="checkbox"/> (a) incarcerated <input type="checkbox"/> (b) not incarcerated | |

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? | Number of pages previously delivered | Estimated delivery date |
|-----------------------------------|---|---------------------------|---|--------------------------------------|-------------------------|
| | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | | |

| | | | |
|---|--------------------------------------|-----------------------|-------------------------------|
| <input type="checkbox"/> 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 |
|-----------------------------|-------------|