

**CERTIFICATE OF TRANSFER
AND FILE RECEIPT**

JD-CL-52 Rev. 11-19

STATE OF CONNECTICUT
SUPERIOR COURT

www.jud.ct.gov

**Instructions****Only for use in civil, family, and housing cases.**

1. *Sending clerk completes sections 1 and 2 and sends the file to the receiving clerk.*
2. *Receiving clerk completes section 3 and returns the original Certificate of Transfer and File Receipt to the sending clerk. Retain a copy.*

COURT USE ONLY

CERTRAN

**Section 1 - Transfer Information**

Name of case (<i>Plaintiff v. Defendant</i>)	Docket Number
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To: <input type="checkbox"/> Judicial District at: _____	<input type="checkbox"/> Housing Session at: _____	<input type="checkbox"/> GA Number _____
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Address of court

From: <input type="checkbox"/> Judicial District at: _____	<input type="checkbox"/> Housing Session at: _____	<input type="checkbox"/> GA Number _____
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Address of court

Name of clerk sending file	Date sent
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Section 2 - Certificate of Transfer

I certify that this action was transferred.

Transfer is:

FOR FULL DISPOSITION (*File is kept by receiving court*)
 FOR HEARING OR TRIAL OF ISSUE(S) ONLY (*File is returned to sending court upon completion*)
 OTHER (*specify*): _____

Date transfer ordered	Signed (<i>Clerk</i>)	Date signed
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Section 3 - File Receipt

The file for the above-captioned case has been received by the clerk's office indicated above.	Docket Number (assigned by receiving clerk)
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Signature of person receiving the file (<i>Clerk</i>)	Name of clerk receiving file	Date received
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FOR RECEIVING COURT USE ONLY	
File date	