

**MEMORANDUM OF  
AGREEMENT/UNDERSTANDING  
PROCESSING COVER SHEET**

JD-ES-215 New 5-07

**STATE OF CONNECTICUT  
JUDICIAL BRANCH**  
[www.jud.ct.gov](http://www.jud.ct.gov)



**Section I - Parties to Agreement**

Party Name		Contact Person	
		(Name and Title)	(Telephone Number)
1.			
2.			
3.			
4.			
5.			

**Section II - Purpose and Funding**

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

**A. Purpose:**

**B. Funding:**

\$ \_\_\_\_\_ Due to the Judicial Branch from (name of party): \_\_\_\_\_

\$ \_\_\_\_\_ Due to the Judicial Branch from (name of party): \_\_\_\_\_

\$ \_\_\_\_\_ Due to (name of party): \_\_\_\_\_

\$ \_\_\_\_\_ Due to (name of party): \_\_\_\_\_

**Section III - For Office Use Only**

Name

Date

Divisional Distribution: \_\_\_\_\_

Received by Legal Services: \_\_\_\_\_

Returned to Operating Division: \_\_\_\_\_

Received at Operating Division: \_\_\_\_\_

**Control Code:** \_\_\_\_\_