

**CLAIM OF EXEMPTION CLIENT SECURITY FUND FEE**

JD-GC-22 Rev. 10-24  
P.B. § 2-55, 2-55A, 2-70  
C.G.S. §§ 51-81b (g), 51-81d

STATE OF CONNECTICUT  
**SUPERIOR COURT**  
www.jud.ct.gov



**Exemptions from the Client Security Fund fee**

**A. Full Exemption** - You are exempt from paying the client security fund fee if you meet any of the following requirements:

1. You have served or expect to serve on active duty in the armed forces of the United States for a period of more than six months during the current calendar year. If you serve on active duty for a shorter period of time during this calendar year, you are obligated to advise the office of the Client Security Fund Committee and pay the client security fund fee due for this year. Such payment shall be made no later than thirty days after the end of the calendar year, by sending a check in the amount of \$75.00 payable to the Client Security Fund, to the office of the Client Security Fund, P.O. Box 1379, Hartford, CT 06143-1379. Your failure to do so may subject you to disciplinary action by the Superior Court.
2. You have retired from the practice of law in Connecticut by providing the required written notice of retirement to the Statewide Bar Counsel pursuant to Practice Book Section 2-55 or 2-55A.
3. You have resigned from the Bar of the State of Connecticut pursuant to the procedure set forth in Practice Book Section 2-52.
4. You have been disbarred.

**B. Partial Exemption** - You are entitled to a 50% exemption if you meet the following requirements:

You do not engage in the practice of law as an occupation\* **and** you have not and do not expect to earn more than \$1000 in legal fees or other compensation for services involving the practice of law during the calendar year for which the fee is due.

If, after claiming a partial exemption, you engage in the practice of law as an occupation during the remainder of the calendar year, or you do not engage in the practice of law as an occupation but earn more than \$1000 in legal fees or other compensation for services involving the practice of law during the calendar year for which the fee is due, you are obligated to advise the office of the Client Security Fund Committee and pay the remaining client security fund fee due for the year. Such payment shall be made no later than thirty days after the end of the calendar year, by sending a check in the amount of \$37.50 payable to the Client Security Fund, to the office of the Client Security Fund, P.O. Box 1379, Hartford, CT 06143-1379. Your failure to do so may subject you to disciplinary action by the Superior Court.

\* An attorney is deemed to be engaged in the practice of law if being an attorney is a factor in the individual's employment. Examples of the practice of law include, but are not limited to, drafting or reviewing legal documents, giving legal advice or counsel, and representing any person in a court or formal administrative adjudicative proceeding, in any jurisdiction. The partial exemption cannot be claimed solely by virtue of being prohibited from the private practice of law, working for a governmental entity (such as state's attorneys, assistant attorneys general, or public defenders), or exclusively practicing law outside of Connecticut. The partial exemption is also not applicable to judges, judge trial referees, state referees, family support magistrates, family support referees, and administrative law judges.

**Instructions for claiming an exemption by mail**

To claim an exemption you must complete the below form and send it to the Client Security Fund, P.O. Box 1379, Hartford CT 06143-1379.

If you are claiming a **full** exemption, do not send payment.

If you are claiming a **partial** exemption, include a check in the amount of \$37.50 payable to the Client Security Fund.

**▼ Claim of full or partial exemption from the Client Security Fund fee ▼**

**A. I claim a full exemption for the following reason(s)** (Select all that apply)

- I have served or expect to serve on active duty in the armed forces of the United States for a period of more than six months during the current calendar year. I understand that if I should serve less than six months I must notify the office of the Client Security Fund and pay the full fee no later than thirty days after the end of the calendar year.
- I have retired from the practice of law in Connecticut and have filed the written notice of retirement pursuant to Practice Book Section 2-55 or 2-55A.
- I have resigned from the bar of the State of Connecticut pursuant to Practice Book Section 2-52.
- I have been disbarred.

**B. I claim a partial exemption pursuant to C.G.S. § 51-81d.**

I do not engage in the practice of law as an occupation AND have not and do not expect to earn more than \$1000 in legal fees or other compensation for services involving the practice of law during the calendar year noted above. I understand that if my circumstances change so that I do not qualify for the exemption for the year noted above, I must notify the Client Security Fund Committee and pay the balance of the fee. **I have enclosed my check in the amount of \$37.50 payable to the "Client Security Fund".**

I hereby certify that the information provided herein is true and correct. If any statements are willfully false, I understand that I am subject to discipline by the Superior Court.

Signed (Attorney)	Name of attorney (Print or type)	Juris number	Date
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