

**ORDER TO OFFICIAL COURT REPORTER FOR  
TRANSCRIPT OF FELONY SENTENCING PURSUANT  
TO GENERAL STATUTES SECTION 51-286f**

JD-CR-160 Rev. 1-22  
C.G.S. § 51-286f

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



**Instructions to State's Attorney**

To order transcripts of sentencings of more than two years imprisonment taking place on or after October 5, 2009, pursuant to General Statutes § 51-286f, please use the online transcript ordering system located at <https://sso.eservices.jud.ct.gov/TranscriptReq/>.

**Instructions to Transcribing Monitor**

1. Complete the transcript within 60 days, if possible, but, in no case, more than 90 days.
2. Once transcript is completed, enter transcript, along with the Transcript Invoice for Non-Billable Transcripts (JD-ES-350) and electronic certification page, into the Felony Sentencing Transcript database.

Date of order	Name of State's Attorney
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Case name  
**State of Connecticut v.**

Name of sentencing Judge	Name of Recording Monitor (If known)	Date of sentencing
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Complete docket number(s)

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**Transcript Delivery Notification to Official Court Reporter**

(For Office of the Official Court Reporter's Internal Use Only)

Date Order Received by OCR: \_\_\_\_\_ Transcribing Monitor Name: \_\_\_\_\_