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

JD-CR-160 Rev. 8-17
C.G.S. § 51-286f

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

Instructions to State's Attorney

1. *Complete the top portion of this form to order* ***transcripts of sentencings of more than two years imprisonment taking place on or after October 5, 2009****, pursuant to General Statutes section 51-286f.*
2. *Please print clearly, provide all information requested, and attached a second page if additional space is necessary.* ***Incomplete orders cannot be processed.***
3. *Send the original to the Official Court Reporter, and keep the remaining copies for your records.*

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 and electronic certification page, into the Felony Sentencing Transcript database.*

Date of order	Name of State's Attorney

Case name

State of Connecticut v.

Name of sentencing Judge	Name of Recording Monitor *(If known)*	Date of sentencing

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:_____

Distribution: White — Official Court Reporter Canary — State's Attorney Pink — State's Attorney

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