

**SUMMONS  
FAMILY ACTIONS**

JD-FM-3 Rev. 10-23  
C.G.S. §§ 46b-45, 46b-67, 52-45a; P.B. §§ 8-1, 10-13, 25a-3

**This form is available  
in other language(s).**

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



**Instructions**

1. Attach the original summons to the original complaint, Notice of Automatic Court Orders (JD-FM-158) and a blank Appearance form (JD-CL-12).
2. Attach a copy of the summons, a copy of the Notice of Automatic Court Orders, and a copy of the blank Appearance form to each copy of the complaint.
3. After service has been made by proper officer, file original papers and officer's return with the clerk of the court at least six days before the return date.
4. **DO NOT** use this Summons for the following case types: Change of Name (F 30), Custody Application (F 40), Relief from Physical Abuse (F 65), Foreign Matrimonial/Foreign Parentage Judgments (F 70), Visitation Petition/Application (F 71), Uniform Child Custody Jurisdiction and Enforcement Act (F 72), Parentage Petition (F 80), Support Petition (F 85), or Agreement to Support (F 86).

**For information on ADA accommodations, contact the Centralized ADA Office at 860-706-5310 or go to: [www.jud.ct.gov/ADA/](http://www.jud.ct.gov/ADA/)**

**TO: ANY PROPER OFFICER**

**By Authority of the State of Connecticut**, you are hereby commanded to make due and legal service of this Summons, attached Complaint, Notice of Automatic Orders, and blank Appearance.

Return date (Month, day, year)

Case type: Major **F**

Minor: (Select Below)

- 00 Dissolution of Marriage  
 10 Legal Separation  
 20 Annulment  
 50 Civil Union - Dissolution, Legal Separation, Annulment  
 90 All Other

**PTY No.**

Judicial District of _____		At (Town) _____	
Address of Court (Number, street, city) _____			
Plaintiff's name (Last, first, middle initial)	Plaintiff's address (Number, street, town, zip code)		<b>P-01</b>
Defendant's name (Last, first, middle initial)	Defendant's address (If known) (Number, street, town, zip code)		<b>D-01</b>

**Notice to the defendant named above**

1. **You are being sued.**
2. This paper is a Summons in a lawsuit.
3. The Complaint attached to this Summons states the claims that the Plaintiff is making against you in this lawsuit.
4. To respond to this Summons, and to be informed of further proceedings, you or your attorney must file an *Appearance* (form JD-CL-12) that includes important contact and other information such as your e-mail address (see note below) with the Clerk of Court at the Court address listed above on or before the second day after the Return Date listed above. The Return Date is the date that your case is officially in court. It is not a date you have to come to court unless another notice says that you have to be in court that day.
5. An Appearance form is attached to this Summons. You can also get the *Appearance* form at any courthouse or online at [www.jud.ct.gov/webforms/](http://www.jud.ct.gov/webforms/).
6. **The Court will send notice of a Resolution Plan Date approximately 5 days after the Return Date.** At the Resolution Plan Date, the parties will meet with Family Services to discuss the case and see if the parties can come to an agreement. If so, the parties will present the agreement to the Court for approval. If not, the Court will determine what the next steps in the case should be.
7. **If you do not attend your Resolution Plan Date, the Court may enter orders against you.**
8. In cases of dissolution or legal separation, if you or your attorney do not file a written *Appearance* (form JD-CL-12) by \_\_\_\_\_ (30 days after the Return Date), the Plaintiff can ask the Court to enter judgment against you for the relief requested in the complaint **without further notice to you.** In this event, judgment may enter against you as soon as: (i) 30 days after the Return Date if you were served with the complaint by personal service or abode service (at your residence); or (ii) 60 days after the Return Date if you were served in any other manner.
9. Once this Summons and other papers have been filed with the Court, you may check the status of the lawsuit at [www.jud.ct.gov](http://www.jud.ct.gov).
10. If you have questions about the *Summons*, *Complaint*, *Notice of Automatic Court Orders* (form JD-FM-158) or *Appearance* (form JD-CL-12), you should talk to an attorney quickly. **The Clerk of Court is not allowed to give advice on legal questions.**

Date	Signed (Comm. of Superior Court or Ass't Clerk - sign and select title)	<input type="checkbox"/> Comm. of Superior Court <input type="checkbox"/> Assistant Clerk	Name of person signing at left
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For The Plaintiff Please enter the appearance of:	Plaintiff, if self-represented party, or attorney for plaintiff	Juris number (if attorney or law firm)
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Mailing address (Number, street, town, zip code) \_\_\_\_\_

E-mail address (see note below) \_\_\_\_\_ Telephone number (Area code first) \_\_\_\_\_

The attorney or law firm appearing for the plaintiff, or the plaintiff if self-represented, agrees to accept papers (service) electronically in this case under Section 10-13 of the Connecticut Practice Book.  Yes  No

This appearance shall also be entered on behalf of the plaintiff for any matters in this case involving Title IV-D Child Support. (To be completed only when an attorney or law firm represents the plaintiff - Select this box if it applies in this case).

Signed (Plaintiff, if self-represented party, or attorney for plaintiff)		<b>FOR COURT USE</b>	
<p><b>If this summons is signed by a clerk:</b></p> <p>a. The signing has been done so that the Plaintiff will not be denied access to the courts.</p> <p>b. It is the responsibility of the Plaintiff to see that service is made in the manner provided by law.</p> <p>c. The clerk is not permitted to give any legal advice in connection with any lawsuit.</p> <p>d. The clerk signing this summons at the request of the Plaintiff is not responsible in any way for any errors or omissions in the <i>Summons</i>, any allegations contained in the <i>Complaint</i>, or the service of the <i>Summons</i> or <i>Complaint</i>.</p>		File date	
		Docket number	
I certify I have read and understand the above.	Signed (Plaintiff, if self-represented party)	Date signed	

**NOTE:** The court may need your e-mail address to send you certain time-sensitive information about your court proceedings even if you do not accept e-mail delivery of other papers. The Court also needs your e-mail address to allow you to participate in any remote court proceedings. If you do not want to disclose your usual e-mail address, you may create a separate e-mail account for use in this case. If you do not have an e-mail address and cannot establish one for use in this case, write "No e-mail address available" in the blank where an e-mail address is requested.