



As a crime victim, you have state constitutional and statutory rights to receive information about the case from the State's Attorney's office.

Information that can be requested includes:

- The arrest of the defendant
- The arraignment of the defendant
- The release of the defendant pending judicial proceedings
- Proceedings in the prosecution of the defendant (including the dismissal of the charges against the defendant, the entry of a nolle prosequi to the charges against the defendant, the entry of a plea of guilty by the defendant, and the trial and sentencing of the defendant)
- Notification prior to any communicated plea offer to the defendant
- The terms and conditions of any proposed plea agreement in writing
- Notification of the date, time and place of the plea hearing
- Notification of the date, time and place of the sentencing hearing

As a crime victim, you also have state constitutional and statutory rights to participate in the process.

The participatory rights include:

- Addressing the court prior to the court accepting/rejecting a plea agreement
- Addressing the court at the sentencing.

To exercise these rights, you must send written notification to the State's Attorney's Office informing the State's Attorney's office that you would like to exercise these rights in the criminal court case.

Included here is a sample letter you can use by following the prompts to fill.

**Re: State v.**

**Docket Number:**

Dear Sir/Madam:

I am the crime victim in the above referenced matter and have been informed of my rights in our criminal justice system. I am writing to inform the state's attorney that I intend to exercise my state constitutional and statutory rights, including my right to participate in the process, in the above referenced matter. Please consider this letter a formal request to receive notification pursuant to C.G.S. § 51-286e and C.G.S. § 54-91c.

I will need a qualified \_\_\_\_\_ interpreter to accommodate my request.

Pursuant to C.G.S. § 51-286e, the state's attorney is obligated to notify any victim of the offense, if such victim has requested notification and provided the state's attorney with a current address, of any judicial proceedings relating to the case including: (1) the arrest of the defendant, (2) the arraignment of the defendant, (3) the release of the defendant pending judicial proceedings, and (4) proceedings in the prosecution of the defendant, including the dismissal of the charges against the defendant, the entry of a nolle prosequi to the charges against the defendant, the entry of a plea of guilty by the defendant, and the trial and sentencing of the defendant. My current mailing address, email address and telephone number are listed above.

Further, I would like to exercise my right as provided by C.G.S. § 54-91c and Article 1, §8(b) of the Connecticut Constitution to communicate with the prosecution; to be notified prior to any communicated plea offer to the defendant and to receive any terms and conditions of any proposed plea agreement in writing; to be notified of the date, time and place of the plea and sentencing hearing; to address the court prior to the court accepting/rejecting a plea agreement; and to address the court at the sentencing.

(If you are seeking restitution, check the box below)

Lastly, I wish to seek restitution from the offender pursuant to C.G.S. § 53a-28(c) and will provide you with documentation to substantiate my restitution request. If further documentation is needed, please contact me immediately.

Thank you for your assistance, Sincerely,