

SAMPLE REQUEST FOR PRODUCTION OF DOCUMENTS

In the matter of : Application No. 2010-xxxxxxxxxx

ABC Corporation : Date

APPLICANT'S REQUESTS FOR PRODUCTION OF DOCUMENTS

In accordance with the Rules of Practice, Regs., Conn State Agencies 22a-3a-6(n), and the Office of Adjudications Standing Order on Discovery, the applicant requests that the (staff/intervening party/intervenor) provide (him/her/it) with copies of the documents described in the following requests for production, or afford the applicant the opportunity or, if necessary, sufficient written authorization, to inspect, copy, photograph or otherwise reproduce said documents. The production of such documents, copies or written authorization shall take place at (location) on (day), (date) at (time).

Definitions: The definitions set forth in the Office of Adjudications Standing Order on Discovery are incorporated by reference into each of the following requests for production. [*Optional:* In addition, the following definitions apply to all requests:]

(1) [Additional terms that are specific to the case, if any.]

(2) [Specify a narrower definition of any term defined in the Standing Order, if appropriate.]

Documents:

[Provide a clear, specific and numbered list of the documents to be produced.]

APPLICANT

BY _____

CERTIFICATION

(May be attached as a separate page)

This is to certify that the foregoing has been [mailed/faxed/emailed], this ____ day of ____, 20__ to:

[The list of recipients with addresses must include: the Hearing Officer, Department staff, and any other parties or intervenors]

(Certifier signature)