

INSTRUCTIONS FOR COMPLETING

CONNECTICUT SPECIAL POWER OF ATTORNEY

ARRANGE FOR:

- TWO ADULT WITNESSES; AND
- A NOTARY PUBLIC, CONNECTICUT ATTORNEY, OR: (1) judge of court of record or a family support magistrate; (2) clerk or deputy clerk of a court having a seal; (3) commissioner of deeds or town clerk; or (5) justice of the peace.

TO BE PRESENT DURING THE SIGNING

- Your attorney-in-fact may **not** be one of the witnesses.
- The notary or other person taking your “acknowledgment” may be one of the witnesses.
- Toward the top of the page, print your full name, your address, and your full business name (including DBA name if applicable) on the line above “Principal’s full name, address, and business name.”
- Print the full name, address and the full business name (if any) of your agent, also known as your attorney-in-fact on the line above “Agent’s name, address and business name (if any).”
- There are two lines available to modify the Special Power of Attorney if desired: One to restrict powers given to your Agent / Attorney-in- fact; another one to clarify powers given to your Agent / Attorney-in- fact. Consult with your attorney or business manager for advice if required.
- Insert the day, month, and year on the line beginning "IN WITNESS WHEREOF."
- On the line labeled "L.S.," sign your name and print your name under the line.
- Each of TWO witnesses must sign on one of the two lines labeled "Witness," and should print his or her name under the signature.
- The notary, Connecticut attorney, etc. should ask you if the document is your "free act and deed," fill in the date of signing, fill in your name, sign on the line provided, and write in when his or her commission expires (if a notary). If a notary or clerk with a seal, the seal should be embossed onto the document. If a Connecticut attorney, no seal is required.