

This document contains the text of Secretary of the State regulations concerning

**State Register and Manual**  
(Sections 3-90-1 to 3-90-2)

This document was created by the Office of the Secretary of the State and is provided for the convenience of the reader. This document is not the official version of these regulations.

The official printed edition of the *Regulations of Connecticut State Agencies* is available for **purchase** from the State of Connecticut Judicial Branch, [Commission on Official Legal Publications](#), and for public **reference use** at the [Connecticut State Library](#) and the State of Connecticut [Judicial Branch Law Libraries](#).

In the event of inconsistency between this document and the text of the official printed edition of the *Regulations of Connecticut State Agencies*, the text appearing in the printed edition shall serve as the official version.

**TABLE OF CONTENTS**

**State Register and Manual**

Publication and distribution.....	3-90-1
Retail sale of the Connecticut State Register and Manual.....	3-90-2

## State Register and Manual

### Sec. 3-90-1. Publication and distribution

The Secretary of the State shall publish annually the Connecticut State Register and Manual and shall charge \$10.00 per soft-bound manual and \$19.00 per hard-bound manual, except for the following state agencies and officers, to whom the following number of soft-bound manuals shall be distributed annually without charge:

- (a) Twenty (20) copies to the Office of the Governor.
- (b) Two (2) copies to the Office of the Lieutenant Governor.
- (c) Five (5) copies to the Office of the Treasurer.
- (d) Five (5) copies to the Office of the Comptroller.
- (e) Twenty (20) copies to the Office of the Attorney General.
- (f) Two hundred (200) copies to the Office of Legislative Management.
- (g) Eight (8) copies to each United States Senator and four (4) copies to each Representative in Congress from this state.
- (h) One (1) copy to each State Senator and Representative.
- (i) One (1) copy to each Supreme Court Justice, Appellate Court Judge, Superior Court Judge, and Judge of Probate.
- (j) One (1) copy to each state's attorney and mayor of a city.
- (k) One (1) copy to each town clerk and registrar of voters.
- (l) One (1) copy to each superior court clerk and geographical area court clerk.
- (m) Six hundred sixty (660) copies to the state librarian to be distributed to other states and foreign countries and to the law and the public libraries of this state.
- (n) Two hundred ninety (290) copies to the Commission on Official Legal Publications.
- (o) Twenty (20) copies to the Auditors of Public Accounts.
- (p) One (1) copy to the State Historian.
- (q) Three (3) copies to the Connecticut Historical Commission.
- (r) Fifty (50) copies to the Department of Public Safety and State Police.
- (s) One hundred sixty (160) copies to be retained by the Secretary of the State for distribution to unaffiliated agencies and officers, upon written request.
- (t) The Secretary of the State shall retain two hundred and fifty (250) hard-bound copies of the State Register and Manual for distribution, without charge, to officers and agencies of government, whether state, federal or foreign, at the discretion of the secretary.

*(Effective September 24, 1982; amended effective September 21, 1983; amended effective April 19, 1984; amended effective April 23, 1990; amended effective September 25, 2009.)*

### Sec. 3-90-2. Retail sale of the Connecticut State Register and Manual

(a) The Secretary of the State may sell copies of the State Register and Manual through an agent or agents engaged in the retail sale of books and/or related materials. Copies sold to such agents shall be discounted 40% from the prices specified in Section 3-90 of the Connecticut General Statutes. No discount may be offered for orders of fewer than five copies.

The foregoing notwithstanding, the discounted unit price cannot be lower than the actual unit cost of production as determined by printer's charges.

(b) Designation of such agents will be made at the sole discretion of the Secretary of the State. All orders from such designated agents shall be placed on the agent's order form and be accompanied by payment for all copies ordered. All sales to such agents shall be final. Unsold items may not be returned for credit or refund.

*(Effective September 17, 1992)*