



State of Connecticut
Department of Correction
24 Wolcott Hill Road
Wethersfield, CT 06109
(860) 692-7486



James E. Dzurenda
Deputy Commissioner
of Operations

October 11, 2011

To All Staff:

As an employee of the Department of Correction, you are entitled by State Statutes 1-210 and 1-217(c) to several privacy protections.

You may submit the attached form letter to the Town Clerk in your Town of Residence to request that your residential address be withheld on Town Records and request notification if an incarcerated individual submits a Freedom of Information Request for your personal information.

You may also have your residential address withheld on Department of Motor Vehicle records by completing the DMV form entitled "Application for Withholding of Resident Address E-224". You may access the form on the DMV website: <http://www.ct.gov/dmv/lib/dmv/20/29/e-224.pdf>.

Exercising these options is completely voluntary and for your own protection only. It is important to note that utilizing these options may result in your personal tax information and motor vehicle paperwork being mailed to the address of the Correctional Facility that you provide. Therefore, the Mail Clerk at your facility should be advised and you will need to be diligent about picking up your mail from the facility.

Respectfully,

James E. Dzurenda
Deputy Commissioner of Operations

JED/amh

Attachments (2):
Form Letter to Town Clerk
DMV Form E-224