

**COMMERCIAL CLAIM**

State of New York, Fulton City Court

Date: \_\_\_/\_\_\_/\_\_\_

Name of Claimant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**AGAINST:**

Name of Defendant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Amount of Claim:\$ \_\_\_\_\_ (do not include filing fee)

Nature of claim: \_\_\_\_\_

\*Certification (NYCAA 1803-A:UCCA 1803-A: UDCA 1803-A)

I hereby certify that I have mailed a demand letter by ordinary first class mail to the party complained against no less than ten (10) days and no more than one hundred eighty (180) days before I commenced this claim.

I hereby certify based upon information and belief, that no more than five (5) actions or proceedings (including the instant action or proceeding) pursuant to the commercial claims procedure have been initiated in the courts of this State during the present calendar month.

\_\_\_\_\_  
**(signature of claimant)**

\_\_\_\_\_  
**(signature of notary)**

Note: The commercial claims part will not allow your action to proceed if this certification is not made and properly completed.

Filing fee - \$25.00 plus \$5.00 per defendant to be served.

**Cash, money order, or certified check only. NO PERSONAL CHECKS!**

**A GUIDE TO COMMERCIAL CLAIMS COURT IS AVAILABLE AT THE COURT LISTED  
ABOVE**