

00:00:17:00 --:--:--:--  
(narrator)  
Welcome to the New York City  
Housing Court.

00:00:19:00 --:--:--:--  
As you can tell  
by all the activity,

00:00:21:19 --:--:--:--  
it's a pretty busy place.

00:00:23:29 --:--:--:--  
Finding yourself in one  
of its many resolution parts

00:00:26:20 --:--:--:--  
I'm sure makes it  
all the more confusing,

00:00:29:24 --:--:--:--  
especially for those of you,  
whether landlord or tenant,

00:00:32:28 --:--:--:--  
who are here for the first time  
and may be here on your own.

00:00:36:16 --:--:--:--  
(man)  
It's the 9:30 calendar call  
for part E.

00:00:39:18 --:--:--:--  
(narrator)  
Before giving in  
to the confusion or frustration,

00:00:43:03 --:--:--:--  
let's see if we can't help make  
the unfolding events of your day

00:00:47:05 --:--:--:--  
go just a little more smoothly.

00:00:49:23 --:~:~:~:~:~  
Perhaps a quick tour  
of the facilities

00:00:51:23 --:~:~:~:~:~  
and an introduction  
to our courtroom staff

00:00:54:04 --:~:~:~:~:~  
is a good place to begin  
easing your anxiety.

00:00:58:00 --:--:--:--  
Each courtroom--or part,  
as it is sometimes called--

00:01:02:07 --:--:--:--  
has its own rules  
and procedures.

00:01:04:22 --:--:--:--  
You should read  
the posted rules.

00:01:06:21 --:--:--:--  
(woman)  
Hi. Good morning.

00:01:08:09 --:--:--:--  
In order to check in,  
you need your calendar number.

00:01:10:22 --:--:--:--  
When you check in with me,

00:01:11:27 --:--:--:--  
please indicate if you're ready  
to work out a settlement,

00:01:14:07 --:--:--:--  
whether you need to conference  
the case before the judge,

00:01:16:13 --:--:--:--  
or if you need to adjourn  
your case today.

00:01:18:19 --:--:--:--  
(narrator)  
The court clerk is responsible  
for keeping track

00:01:21:15 --:--:--:--  
of every case scheduled  
to be heard in the courtroom.

00:01:24:20 --:--:--:--  
They know just about how  
everything in the part works,

00:01:27:25 --:--:--:--  
explaining procedures,

00:01:29:12 --:--:--:--  
taking your requests  
for apartment inspections,

00:01:31:28 --:--:--:--  
as well as making sure  
your papers are in order.

00:01:35:17 --:--:--:--  
Helping enforce the rules of  
the part is the court officer.

00:01:39:07 --:--:--:--  
Easy to spot in any courtroom,

00:01:41:11 --:--:--:--  
the court officer  
is always in uniform.

00:01:42:24 --:--:--:--  
(man)  
If you're going to remain  
in the courtroom,

00:01:44:08 --:--:--:--  
you have to be quiet.

00:01:45:23 --:--:--:--  
(narrator)  
While their primary job is  
to maintain order in the part,

00:01:49:04 --:--:--:--  
handle any danger,  
medical emergency,

00:01:51:12 --:--:--:--  
or security breaches,

00:01:53:04 --:--:--:--  
the court officer  
spends much of the time

00:01:55:04 --:~:~:~:~  
assisting people in locating  
whatever services they need

00:01:58:26 --:~:~:~:~  
from the general clerk's office

00:02:01:01 --:~:~:~:~  
to the location of the  
housing court day care centers

00:02:03:17 --:~:~:~:~  
for those who need help caring  
for young ones brought to court.

00:02:07:23 --:~:~:~:~  
Here is one of our most critical

staff members.

00:02:10:26 --:--:--:--  
The person at this desk  
is one of two court attorneys

00:02:13:26 --:--:--:--  
whose main responsibility  
is to assist the judge.

00:02:17:12 --:--:--:--  
Court attorneys are responsible  
for working with the parties

00:02:20:19 --:--:--:--  
to resolve their differences

00:02:22:09 --:--:--:--  
and come up  
with a settlement agreement,

00:02:24:19 --:--:--:--  
which is the real purpose  
of the resolution part.

00:02:27:23 --:--:--:--  
Remember, you do not have  
to speak to the other side

00:02:30:26 --:--:--:--  
without the assistance of  
the judge or a court attorney.

00:02:34:18 --:--:--:--  
You may also be here  
for a motion

00:02:37:03 --:--:--:--  
or an order to show cause.

00:02:38:19 --:--:--:--  
In some boroughs, mediators  
who are housing court trained

00:02:43:00 --:--:--:--  
in the resolution part's  
operation

00:02:45:17 --:--:--:--  
help by serving as  
a neutral party to settle cases.

00:02:50:01 --:--:--:--  
They can be found  
in mediation centers,

00:02:52:04 --:--:--  
where some litigants  
have the opportunity

00:02:54:18 --:--:--  
to resolve their own cases.

00:02:57:01 --:--:--  
(woman)  
When people leave mediation,  
they've gone through a process

00:03:00:27 --:--:--  
that lets them come to  
a conclusion they can live with.

00:03:06:07 --:--:--  
(narrator)  
Now you know the staff.

00:03:07:24 --:--:--  
Let's meet the judge.

00:03:09:13 --:--:--  
Whether your case is resolved  
in this part today,

00:03:12:01 --:--:--  
whether you are  
the landlord or the tenant,

00:03:14:09 --:--:--  
be it a holdover proceeding

00:03:15:21 --:--:--  
or an eviction  
for nonpayment of rent,

00:03:17:20 --:--:--  
an illegal lockout,

00:03:19:08 --:--:--  
no case--whether you have an  
attorney or represent yourself--

00:03:22:23 --:--:--  
no case has to be settled  
before you can request

00:03:26:05 --:--:--  
that the judge of this part  
hear from you.

00:03:29:03 --:--:--  
If you or the other side  
still cannot agree,

00:03:31:27 --:--:--:--  
your case will be sent  
to a trial part.

00:03:34:13 --:--:--:--  
There you will be scheduled  
for trial

00:03:36:18 --:--:--:--  
either today  
or in a future date.

00:03:39:13 --:--:--:--  
Do not agree to settle a case

00:03:40:23 --:--:--:--  
if you do not agree with  
the terms of the settlement.

00:03:43:07 --:--:--:--  
This is very important.

00:03:45:09 --:~:~:~:~:~  
If you fail to follow through  
with an agreement,

00:03:47:22 --:~:~:~:~:~  
there may be  
serious consequences.

00:03:51:04 --:~:~:~:~:~  
If you need an interpreter,

00:03:52:20 00:03:54:26  
the court will provide one  
in your language.

00:03:57:29 --:~:~:~:~:~  
So there it is--  
really not all that difficult.

00:04:00:28 --:~:~:~:~:~  
Just remember, your case  
does not have to be finalized

00:04:03:19 --:~:~:~:~:~  
until you've had  
an opportunity

00:04:05:08 00:04:07:09  
to present it  
to court personnel.