

NYC Housing Court Resolution Part video

00:13

(Narrator)

Welcome to the New York City Housing Court

00:15

As you can tell by all the activity,

00:18

It's a pretty busy place.

00:20

Finding yourself in one of its many resolution parts

00:23

I'm sure makes it all the more confusing,

00:26

Especially for those of you, whether landlord or tenant,

00:29

Who are here for the first time and may be here on your own.

00:33

(man)

It's the 9:30 calendar call for part E

00:36

(Narrator)

Before giving in to the confusion or frustration,

00:39

Let's see if we can't help make the unfolding events of your day

00:43

Go just a little more smoothly.

00:45

Perhaps a quick tour of the facilities

00:47

And an introduction to our courtroom staff

00:50

Is a good place to begin easing your anxiety.

00:55

Each courtroom or part, as it is sometimes called

NYC Housing Court Resolution Part video

00:58

Has its own rules and procedures.

1:00

You should read the posted rules.

1:03

(woman)

Hi. Good Morning.

1:04

In order to check in, you need your calendar number.

1:06

When you check in with me,

1:07

Please indicate if you're ready to work out a settlement,

1:10

Whether you need to conference the case before the judge,

1:12

Or if you need to adjourn your case today.

1:15

(Narrator)

The court clerk is responsible for keeping track

1:17

Of every case scheduled to be heard in the courtroom.

1:21

They know just about how everything in the part works,

1:23

Explaining procedures,

1:25

Taking your requests for apartment inspections,

1:28

As well as making sure your papers are in order.

1:32

Helping enforce the rules of the part is the court officer.

NYC Housing Court Resolution Part video

1:35

Easy to spot in any courtroom,

1:37

The court officer is always in uniform.

1:38

(man)

If you're going to remain in the courtroom,

1:40

You have to be quiet.

1:42

(Narrator)

While their primary job is to maintain order in the part,

1:45

Handle any danger, medical emergency,

1:48

Or security breaches,

1:49

The court officer spends much of the time

1:51

Assisting people in locating whatever services they need.

1:55

Here is one of our most critical staff members.

1:58

The person at this desk is one of two court attorneys

2:01

Whose main responsibility is to assist the judge.

2:05

Court attorneys are responsible for working with the parties

2:08

To resolve their differences

2:10

And come up with a settlement agreement,

NYC Housing Court Resolution Part video

2:12

Which is the real purpose of the resolution part.

2:15

Remember, you do not have to speak to the other side

2:18

Without the assistance of the judge or a court attorney.

2:22

You may also be here for a motion

2:24

Or an order to show cause.

2:26

Now you know the staff.

2:27

Let's meet the judge.

2:29

Whether your case is resolved in this part today,

2:32

Whether you are a landlord or the tenant,

2:34

Be it a holdover proceeding

2:35

Or an eviction for nonpayment of rent

2:37

An illegal lockout,

2:39

No case—whether you have an attorney or represent yourself

2:42

No case has to be settled before you can request

2:46

That the judge of this part hear from you.

2:48

If you or the other side still cannot agree,

NYC Housing Court Resolution Part video

2:51

Your case will be sent to a trial part.

2:54

There you will be scheduled for trial

2:56

Either today or in a future date.

2:59

Do not agree to settle a case

3:00

If you do not agree with the terms of the settlement.

3:03

This is very important.

3:05

If you fail to follow through with an agreement,

3:07

There may be serious consequences.

3:11

If you need an interpreter,

3:12

The court will provide one in your language.

3:18

So there it is—really not all that difficult.

3:21

Just remember, your case does not have to be finalized

3:23

Until you've had an opportunity

3:25

To present it to court personnel.