

INSTRUCTIONS; FILL IN THE NAMES IN THE BOX BELOW (CAPTION) AND THE INDEX NUMBER. IDENTIFY IN THE CAPTION WHICH PARTY IS THE APPELLANT AND WHICH THE RESPONDENT. THEN FILL IN THE BLANKS IN THE NUMBERED ITEMS BELOW.

SUPREME COURT OF THE STATE OF NEW YORK  
APPELLATE DIVISION, SECOND DEPARTMENT

-----X

INDEX NO. \_\_\_\_\_

\_\_\_\_\_  
Plaintiff(s)/Petitioner(s)  
[State whether appellant or respondent]

CIVIL APPEAL

PREARGUMENT STATEMENT

- against -

\_\_\_\_\_  
Defendant(s)/Respondent(s)  
[State whether appellant or respondent]

-----X

1. TITLE OF ACTION: As set forth in caption.

2. THERE HAS BEEN NO CHANGE IN THE TITLE OF THE ACTION EXCEPT AS FOLLOWS. [If there has been a change, set forth the full names of the original parties]: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. INDIVIDUAL NAME, LAW FIRM NAME, ADDRESS, AND TELEPHONE NUMBER OF COUNSEL FOR EACH APPELLANT OR PETITIONER:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

_____	_____	_____
_____	_____	_____
_____	_____	_____

4. INDIVIDUAL NAME, LAW FIRM NAME, ADDRESS, AND TELEPHONE COUNSEL FOR EACH RESPONDENT:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

5. COURT AND COUNTY FROM WHICH APPEAL IS TAKEN:  
Supreme Court, Nassau County,

6. APPEAL IS FROM AN ORDER/JUDGMENT [SPECIFY WHICH BY CROSSING OUT THE INAPPLICABLE ITEM] ENTERED ON \_\_\_\_\_, 20\_\_  
[FILL IN DATE OF ENTRY IN COUNTY CLERK'S OFFICE].

7. THERE IS NO RELATED ACTION OR PROCEEDING NOW PENDING IN ANY COURT OF THIS OR ANY OTHER JURISDICTION EXCEPT [IF THERE IS ANY RELATED COURT CASE, SO STATE, IDENTIFY THE RELATED ACTION OR PROCEEDING, THE JURISDICTION, AND THE STATUS OF THE CASE]: \_\_\_\_\_

_____
_____

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8. THE NATURE AND OBJECT OF THE CAUSE(S) OF ACTION OR THE SPECIAL PROCEEDING [BRIEFLY IDENTIFY WHAT TYPE OF CLAIMS WERE ASSERTED IN THE CASE (E. G., BREACH OF CONTRACT, PERSONAL INJURY, REVERSAL OF AGENCY ORDER) AND WHAT TYPE OF RELIEF WAS SOUGHT (e. g., MONEY DAMAGES, INJUNCTION, SPECIFIC PERFORMANCE)]: \_\_\_\_\_

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9. RESULT REACHED IN THE COURT OR ADMINISTRATIVE BODY BELOW [BRIEFLY DESCRIBE THE RESULT OF THE ORDER OR JUDGMENT APPEALED FROM]:

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10. GROUNDS FOR SEEKING REVERSAL, ANNULMENT, OR MODIFICATION [BRIEFLY STATE THE GROUNDS OF YOUR APPEAL]: \_\_\_\_\_

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11. THERE IS NO ADDITIONAL APPEAL IN THIS ACTION EXCEPT  
[IF THERE IS AN ADDITIONAL APPEAL PENDING IN THE SAME CASE, SO STATE AND  
SPECIFY THE DATE OF ENTRY OF THE ORDER OR JUDGMENT THERE APPEALED FROM AND  
STATE THAT A COPY OF THE NOTICE OF APPEAL AND THE PREARGUMENT STATEMENT IN THAT  
OTHER APPEAL ARE ATTACHED, AND ATTACH COPIES]: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

Dated: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
[YOUR SIGNATURE]

Plaintiff \_\_\_\_\_

Defendant \_\_\_\_\_

[Cross out inapplicable and  
print your name in the proper  
space]

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
[YOUR ADDRESS & PHONE]

ATTACH COPIES OF THE NOTICE OF APPEAL, THE ORDER OR JUDGMENT  
APPEALED FROM (INCLUDING ANY OPINION OF THE COURT BELOW), AND THE  
NOTICE OF APPEAL AND PREARGUMENT STATEMENT IN ANY OTHER PENDING  
APPEAL IN THIS CASE.