

**PRE-CALENDAR STATEMENT**  
**State of New York**  
**Supreme Court - Appellate Division**  
**Third Judicial Department**

**1. Case Title:**

Set forth the full case title as it appears on the order or judgment appealed from. If there are more than two case titles, please use [Case Title Addendum](#).

State of New York  
Court                      County of  
\_\_\_\_\_

County Index No.: \_\_\_\_\_

RJI No.: \_\_\_\_\_

- against -

Date of  
Commencement: \_\_\_\_\_

\_\_\_\_\_

**2. Parties Involved:**

Set forth the full names of the original parties and any change in parties. If you need more space for parties, please use [Additional Parties Addendum](#).

**Party Name**  
(e.g., John Doe)

**Original Status**  
(e.g., Defendant)

**Appellate Status**  
(e.g., Appellant)

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**3. Counsel for Appellant(s):**

Set forth the name, address, e-mail address, telephone number and facsimile telephone number of counsel for appellant(s). If you need more space for counsel for appellant(s), please use [Counsel for Appellant\(s\) Addendum](#).

**Name**

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**Address**

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**E-mail address**

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**Telephone**

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**Fax**

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**4. Counsel for Respondent(s) and Counsel for Other Parties:**

Set forth the name, address, e-mail address, telephone number and facsimile telephone number of counsel for respondent(s) and for each other party. If you need more space for counsel for respondent(s) or counsel for other parties, please use [Counsel for Respondent\(s\) or Other Parties Addendum](#).

**Name**

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**Address**

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**E-mail address**

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**Telephone**

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**Fax**

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**5. Court, Judge and County:**

Identify the court, judge or justice, and the county from which the appeal is taken.

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**6. Nature and Object of Action or Proceeding:**

Concisely set forth the nature and object of the underlying action or proceeding.

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**7. Appellate Issue(s):**

Set forth a clear and concise statement of the issue(s) to be raised on the appeal, the grounds for reversal or modification to be advanced and the specific relief sought on the appeal. If you need more space to state appellate issue(s), please use [Appellate Issues Addendum](#).

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**8. Additional Information:**

Please set forth any information you deem relevant to the determination of whether the matter is appropriate for a Civil Appeals Settlement Program (CASP) conference. If you need more space to state appellate issue(s), please use [Additional Information Addendum](#).

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**9. Other Related Matters:**

Indicate if there is another related action or proceeding, identifying and briefly describing same.

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Submitted by:

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Signature

Print Name: \_\_\_\_\_

Attorney for: \_\_\_\_\_

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

**10. Attachments**

**Check**

- |  |                      |
|--|----------------------|
| 1. Copy of order or judgment appealed from                     | _____ attached       |
| 2. Copy of opinion or decision.                                | _____ attached       |
|  | _____ does not exist |
| 3. Copy of notice of appeal or order granting leave to appeal. | _____ attached       |

Attach copies, not originals.

File this original form with attachments when original notice of appeal is filed in the office where the judgment or order of court of original instance is entered.

A copy of this document must be served upon all counsel and pro se parties.

**The Civil Appeals Settlement Program (CASP) functions independently of the appeals function of the Appellate Division, Third Department with the intent to assist the parties in pragmatically resolving their disputes by agreement. The progress of and communications in matters in CASP are not shared with the Court as part of the appeal and play no role in the Court's resolution of an appeal. The communications and opinions expressed at a CASP conference are considered confidential and may not be communicated to the Court as part of the merits of an appeal. The consideration of an appellate matter by CASP does not excuse compliance with any Appellate Division, Third Department rule concerning the timely perfection of the appeal.**