

[Fill in the spaces next to the instructions. Other spaces are for Court use.]
SUPREME COURT OF THE STATE OF NEW YORK
COUNTY OF NASSAU

-----X

_____,
[2. Fill in name(s)] Plaintiff(s)

-against-

[1. Index No. & Year]

Index No.

_____/_____

SUMMONS WITH
NOTICE

_____,
[3. Fill in name(s)] Defendant(s)

-----X

To the Person (s) Named as Defendant(s) above:

PLEASE TAKE NOTICE THAT YOU ARE HEREBY SUMMONED to appear in this action by serving a notice of appearance on the plaintiff(s) at the address set forth below, and to do so within twenty (20) days after the service of this Summons, or within thirty(30) days after service is complete if the Summons is not delivered personally to you within the State of New York.

YOU ARE HEREBY NOTIFIED THAT should you fail to answer or appear, a judgment will be entered against you by default for the relief demanded below.

[4. Date and County papers are signed in]

Dated: _____

County: _____

[5. Your Signature]

[6. Your Name]

[7. Your Address]

[8. City, State & Zip Code]

To the Defendant:

[9. Your Phone Number]

[10. Defendant Address]

[11. City, State Zip Code]

[12. Phone Number]

NOTICE: The nature of this action is **[13. Insert the type of case against the defendant.]**

The relief sought is **[14. Describe what you want the Court to grant you.]**

Should defendant (s) fail to appear herein, judgment will be entered by default for the sum of **[15. Insert the amount of money demanded]** \$_____ with interest from the date of **[16. Insert date from which interest on amount demanded is claimed]** _____, and the costs of this action.

VENUE: Plaintiff designates Nassau County as the place of trial. The basis of this designation is **[17. Check one]**

- Plaintiff's Residence in Nassau County
 Defendant's Residence in Nassau County
 Other _____

[18. Note: This form of summons may not be used in actions for divorce.]

SUPREME COURT OF THE STATE OF NEW YORK
COUNTY OF NASSAU

-----X

_____,
[20. Fill in name(s)]

Plaintiff(s)

[19. Index No. & Year]
Index No.

_____/_____

-against-

_____,
[21. Fill in name(s)]

Defendant(s)

-----X

[22. Insert name(s) of papers submitted]

[23. YOUR SIGNATURE]

[24. PRINT YOUR NAME]

[25. YOUR ADDRESS]

[26. CITY, STATE ZIP CODE]

[27. YOUR PHONE NUMBER]