

**INSTRUCTIONS FOR FILLING OUT THE ORDER
EXTENDING DEFENDANT'S TIME TO [XXX]**

PRINT AND USE BLACK INK ONLY.

- 1** Leave blank.
- 2** Write the name of the Plaintiff(s).
- 3** Write the name of the Defendant(s)
- 4** Write the case Index Number.
- 5** Complete by inserting relief sought.
- 6** Enter your name.
- 7** Enter the date the accompanying affidavit was signed in the presence of a notary public.
- 8** Enter your name.
- 9** Leave blank.
- 10** Leave blank.
- 11** Leave blank.
- 12** Leave blank.
- 13** Leave blank.