

FAMILY COURT OF THE STATE OF NEW YORK  
COUNTY OF

.....  
In the Matter of a Proceeding Under  
Article \_\_\_\_\_ of the Family Court Act

Docket No.

(Commissioner of Social Services, Assignee  
on behalf of \_\_\_\_\_, Assignor

**SUMMONS  
-- SUPPORT**

\_\_\_\_\_  
S.S. # \_\_\_\_\_ Petitioner

-against-

\_\_\_\_\_  
S.S. # \_\_\_\_\_ Respondent

.....  
NOTICE: YOUR FAILURE TO APPEAR MAY RESULT IN SUSPENSION OF YOUR  
DRIVING PRIVILEGES; STATE-ISSUED PROFESSIONAL, OCCUPATIONAL  
AND BUSINESS LICENSES; AND RECREATIONAL AND SPORTING LICENSES  
AND PERMITS.<sup>1</sup> FURTHER, YOUR FAILURE TO APPEAR WILL RESULT IN  
THE ENTRY OF AN ORDER ON DEFAULT UNLESS SERVICE HAS BEEN  
MADE BY MAIL ALONE, IN WHICH EVENT NO DEFAULT MAY BE  
ENTERED WITHOUT PROOF SATISFACTORY TO THE COURT THAT YOU  
HAVE RECEIVED ACTUAL NOTICE OF THE COMMENCEMENT OF THIS  
PROCEEDING. YOU ARE FURTHER ADVISED THAT, UPON YOUR  
APPEARANCE ON THE RETURN DATE OF THIS SUMMONS, YOU MUST  
PROVIDE PROOF OF YOUR INCOME AND ASSETS AND A TEMPORARY OR  
PERMANENT ORDER OF SUPPORT WILL BE ISSUED. YOU HAVE A RIGHT  
TO BRING A LAWYER WITH YOU, IF YOU CHOOSE.

\_\_\_\_\_  
<sup>1</sup>Pursuant to Section 433 of the Family Court Act, you may qualify to testify by telephone, audio-visual means or other electronic means if you reside in a county in New York State not contiguous to the Family Court in which the matter will be heard, if you are incarcerated and do not expect to be released within a reasonable period of time after the scheduled date or if you will suffer an undue hardship by appearing in court. The five counties of New York City are treated as one county for purposes of this section. If you wish to request permission, you must submit Form 4-24/5-16/UIFSA-10, which you may obtain from Family Court or on the internet at [www.nycourts.gov](http://www.nycourts.gov).

BY ORDER OF THE FAMILY COURT OF THE STATE OF NEW YORK  
TO THE ABOVE-NAMED RESPONDENT: \_\_\_\_\_, who resides  
or is found at: \_\_\_\_\_.

A petition under Article \_\_\_\_\_ of the Family Court Act having been filed with this  
Court, and annexed hereto,

YOU ARE HEREBY SUMMONED to appear before the Family Court at  
\_\_\_\_\_, New York, on \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_  
o'clock in  morning  afternoon of that day to answer the petition and to be dealt with in  
accordance with Article \_\_\_ of the Family Court Act.

On your failure to appear as herein directed, a warrant may be issued for your arrest.

You must provide the court with proof of your income and assets by \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_, on the attached form provided for that purpose. You are  
required to attach a current and representative paycheck stub and most recently filed state and  
federal income tax returns to said form, including a copy of the W-2 wage and tax statement(s)  
submitted with the returns. You may be required to furnish past and present income tax returns;  
employer statements; pay stubs; corporate, business or partnership books and records; corporate  
and business tax returns; and receipts for expenses or such other measures of verification as the  
Court determines appropriate.

Dated: \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Clerk of the Court

**NOTICE:** Family Court Act §154(c) provides that support, paternity, custody, family offense  
and child abuse and neglect petitions, in which an order of protection is sought or in  
which a violation of an order of protection is alleged, may be served outside the State  
of New York upon a Respondent who is not a resident or domiciliary of the State of  
New York. In such instance, the exercise of personal jurisdiction over the  
Respondent is limited to the issue of the request for, or alleged violation of, the  
order of protection, unless other grounds exist for the exercise of personal  
jurisdiction over the Respondent. Where the Respondent has been served with this  
summons and petition and does not appear, the Family Court may proceed to a  
hearing with respect to issuance or enforcement of the order of protection.