

SUPREME COURT OF THE STATE OF NEW YORK
APPELLATE DIVISION: FIRST DEPARTMENT
27 MADISON AVENUE
NEW YORK, NEW YORK 10010

INSTRUCTIONS & A SAMPLE FORM FOR A MOTION FOR REINSTATEMENT
TO THE PRACTICE OF LAW FOR ATTORNEYS DELINQUENT IN THEIR
REGISTRATION IN VIOLATION OF JUDICIARY LAW SECTION 468-a

1. Papers to be filed with the Clerk's Office (1 original):
 - Notice of Motion (Click [here](#) for sample)
 - Affidavit (include relevant information such as the date of this Court's order of suspension, the reason for your default in registration, a showing of full compliance with the suspension order and Judiciary Law § 468-a, and the residence or other address where communications may be directed to you)
 - Copy of temporary receipt from the Office of Court Administration showing payment of all outstanding registration fees
 - Affidavit of Service showing service on the Attorney Grievance Committees, located at 180 Maiden Lane, 17th floor, New York, NY 10038
 - Check for \$45.00 made payable to "Appellate Division, First Department"
 - Self-addressed stamped envelope

2. The motion is returnable only on Mondays.

3. Service: For personal service, the motion must be served at least eight (8) days prior to the return date of the motion; for service by mail, five (5) days are added for a total of 13 days. The day of service is not counted. For example: If you personally serve your papers on the Attorney Grievance Committee ("AGC") on May 1st, the earliest date you can make your motion returnable is May 9th if the motion was served by personal delivery, or May 14th if the motion was served by mail (You may contact the AGC if you need short service).

SUPREME COURT OF THE STATE OF NEW YORK
APPELLATE DIVISION: FIRST DEPARTMENT

In the Matter of Attorneys Who Are in
Violation of Judiciary Law Section 468-a

NOTICE OF MOTION
FOR REINSTATEMENT

RE: (Name)
RS#: (Attorney Registration #)

PLEASE TAKE NOTICE, that upon the annexed affidavit of _____, Esq.,
sworn to on the day of _____, 20____, the undersigned will move this Court at a
term thereof to be held at the Appellate Division Courthouse located at 27 Madison Avenue,
New York, New York 10010, on the ___ day of _____, 20____, at 10:00 a.m., for an
Order of Reinstatement from the suspension of movant from the practice of law for violation of
Judiciary Law Section 468-a, and for such other and further relieve as may be just and proper.

Dated:

(City & state)

(Name, address & phone # of attorney)

To: Attorney Grievance Committee
Supreme Court, Appellate Division
First Judicial Department
180 Maiden Lane, 17th floor
New York, NY 10038
(212) 401-0800