

At I.A.S. Part \_\_\_ of the Supreme Court of the State of New York, held in and for the County of Queens, at the Courthouse thereof, 88-11 Sutphin Boulevard, Jamaica, New York on the \_\_\_ day of \_\_\_\_\_, 200\_.

PRESENT: \_\_\_\_\_

-----X

\_\_\_\_\_  
[FILL IN NAME(S)] Plaintiff(s)

Index Number

\_\_\_\_\_/\_\_\_\_

vs.

**ORDER FOR  
ALTERNATE  
SERVICE**

\_\_\_\_\_  
[FILL IN NAME(S)] Defendant(s)

-----X

Now upon reading and filing the annexed affidavit(s) of \_\_\_\_\_

\_\_\_\_\_  
[INSERT NAME OF PERSON(S) WHO SUBMITTED THE AFFIDAVIT(S)]  
sworn to on the \_\_\_ day of \_\_\_\_\_, 200\_ [DATE THE AFFIDAVIT(S)  
**WAS/WERE SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC**], and the exhibits  
attached thereto, and after due deliberation having been held thereon,

Now upon motion of \_\_\_\_\_ [INSERT YOUR NAME]  
it is Ordered that the summons and complaint/summons with notice [**STRIKE THE ONE  
THAT DOES NOT APPLY**] of this action be served as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

Enter.

\_\_\_\_\_  
J.S.C.