

**[Fill in the spaces next to the instructions. Other spaces are for Court use.]**

At a(an) IAS/Special Term Part \_\_\_  
of the Supreme Court of the State  
of New York, held in and for the  
County of Nassau, at the  
Courthouse thereof, located at  
100 Supreme Court Drive,  
Mineola, New York on the \_\_\_ day  
of 20\_\_\_\_\_

PRESENT: HON. \_\_\_\_\_  
Justice of the Supreme Court

-----X

\_\_\_\_\_,  
**[2. Fill in name(s)]** Plaintiff(s)

-against-

**[1. Index No. & Year]**

Index No.

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

ORDER EXTENDING  
DEFENDANT'S TIME TO

\_\_\_\_\_

\_\_\_\_\_,  
**[3. Fill in name(s)]** Defendant(s)

**[4. Insert Relief Sought]**

-----X

Now upon reading and filing the annexed affidavit(s) of **[5. Your name(s)]**  
\_\_\_\_\_, sworn to on **[6. Date the Affidavit was sworn to**  
**before a notary public]** \_\_\_\_\_ and upon the exhibits attached thereto,  
and after due deliberation having been held thereon,

Now upon motion of **[7. Your name(s)]** \_\_\_\_\_, it is  
ORDERED, that the time of the defendant to answer or otherwise move with  
respect to the complaint herein be and the same is extended for twenty days from  
\_\_\_\_\_ to \_\_\_\_\_. The defendant is directed to  
sere a copy of this order by first class mail and/or by \_\_\_\_\_  
on all other parties to this action on or before the \_\_\_\_\_.

ENTER

\_\_\_\_\_

J.S.C.

**[Fill in the spaces next to the instructions. Attach copies of the indicated documents and mark them as exhibits. Sign your name in the presence of a notary public]**

SUPREME COURT OF THE STATE OF NEW YORK  
COUNTY OF NASSAU

-----X

\_\_\_\_\_,  
**[9. Fill in name(s)]** Plaintiff(s)

-against-

\_\_\_\_\_,  
**[10. Fill in name(s)]** Defendant(s)

-----X

STATE OF NEW YORK,  
COUNTY OF NASSAU, ss:

I, **[11. Your name]** \_\_\_\_\_, being duly sworn,  
deposes and says:

1) I am the **[12. Circle one]** plaintiff/defendant, in this action. I make this affidavit in support of my motion for an order **[13. State what you want the Court's Order to provide/grant you include why you should be granted immediate relief pending the hearing of this motion by the Court. The above statement must also be included in the Order to Show Cause or Notice of Motion.]**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**[8. Index No. & Year]**

Index No.

\_\_\_\_\_/\_\_\_\_\_  
AFFIDAVIT IN SUPPORT

2) I believe the Court should grant my motion because **[14. Explain your reasons. Attach additional pages if necessary]**

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3) A prior application **[15. Check that a prior application has been made only if you are seeking the same relief again]** \_\_\_\_\_ has or \_\_\_\_\_ has not been made for the relief requested herein. If a prior application has been made then provide the following information **[16. What Court, when, who made the application, the result of the application, attach a copies of the application, why you are making another]**

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WHEREFORE, I respectfully request that this motion be granted , and that I have such other and further relief as the Court may find to be just and proper.

\_\_\_\_\_  
**[17. SIGN YOUR NAME BEFORE NOTARY]**

\_\_\_\_\_  
**[18. PRINT YOUR NAME]**

Sworn to before me this  
day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public  
**[19. Affidavit must be notarized]**

SUPREME COURT OF THE STATE OF NEW YORK  
COUNTY OF NASSAU

-----X

\_\_\_\_\_  
[21. Fill in name(s)]

Plaintiff(s)

[20. Index No. & Year]

Index No.

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

-against-

\_\_\_\_\_  
[22. Fill in name(s)]

Defendant(s)

-----X

\_\_\_\_\_

\_\_\_\_\_  
[23. Insert name(s) of papers submitted]

\_\_\_\_\_  
[24. YOUR SIGNATURE]

\_\_\_\_\_  
[25. PRINT YOUR NAME]

\_\_\_\_\_  
[26. YOUR ADDRESS]

\_\_\_\_\_  
[27. CITY, STATE ZIP CODE]

\_\_\_\_\_  
[28. YOUR PHONE NUMBER]