

**[Fill in the spaces next to the instructions. Other spaces are for Court use.]**  
SUPREME COURT OF THE STATE OF NEW YORK  
COUNTY OF NASSAU

-----X

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

-against-

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

-----X

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

Index No. \_\_\_\_\_ / \_\_\_\_\_

NOTICE OF  
APPEARANCE

PLEASE TAKE NOTICE THAT the defendant(s) named below hereby appear in this action and demand that you serve all papers in this action upon the defendant(s) at the address stated below.

**[4. Date and County papers are signed in]**

Dated: \_\_\_\_\_

County: \_\_\_\_\_

\_\_\_\_\_  
**[5. Your Signature]**

\_\_\_\_\_  
**[6. Your Name]**

\_\_\_\_\_  
**[7. Your Address]**

\_\_\_\_\_  
**[8. City, State & Zip Code]**

To the Plaintiff :

\_\_\_\_\_  
**[9. Your Phone Number]**

\_\_\_\_\_  
**[10. Plaintiff Address]**

\_\_\_\_\_  
**[11. City, State Zip Code]**

\_\_\_\_\_  
**[12. Phone Number]**

SUPREME COURT OF THE STATE OF NEW YORK  
COUNTY OF NASSAU

-----X

\_\_\_\_\_,  
[14. Fill in name(s)]

Plaintiff(s)

[13. Index No. & Year]

Index No.

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

-against-

\_\_\_\_\_,  
[15. Fill in name(s)]

Defendant(s)

-----X

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

\_\_\_\_\_  
[17. Your Signature]

\_\_\_\_\_  
[18. Your Name]

\_\_\_\_\_  
[19. Your Address]

\_\_\_\_\_  
[20. City, State & Zip Code]

\_\_\_\_\_  
[21. Your Phone Number]