

[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 MOTION

PLEASE TAKE NOTICE that upon the attached affidavit(s) of **[4. Your name(s)]** _____, sworn to on **[5. Date the Affidavit was sworn to before a notary public]** _____, 20____ and upon the exhibits attached to the affidavit, and upon all proceedings in this case to date, the plaintiff(s)/defendant(s) **[6. Circle one and name the party making this request]** _____, will move in this court at 9:30am **[7. Insert return date]** _____, 20____ at the Courthouse, 100 Supreme Court Drive, Mineola, New York, in IAS Term Part _____, for an Order, pursuant to **[8. Insert Statute that applies]** _____, granting the following relief, **[9. Describe what you are asking the Court to do]**

and granting such other and further relief as this Court may deem just and proper.

PLEASE TAKE FURTHER NOTICE, that pursuant to Civil Practice Law Section 2214(b), you are hereby required to serve copies of your answering affidavits on the undersigned no later than the seventh day prior to the date set forth above for the submission of this motion.

[10. For this CPLR 2214b paragraph to apply, motion papers *must* be served by personal delivery no later than 12 days before the return date or served by mail no later than 17 days before the return date.]

[11. Date and County papers are signed in]

Dated: _____, New York
_____, 20__

[12. Your Signature]

[13. PRINT YOUR NAME]

[14. YOUR ADDRESS]

[15. CITY, STATE ZIP CODE]

[16. YOUR PHONE NUMBER]

To: Attorney for Plaintiff/Defendant **[17. Circle One]**

[18. Attorney Name]

[19. Address]

[20. City, State Zip Code]

[21. Phone Number]

[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

_____,
[23. Fill in name(s)] Plaintiff(s)

-against-

_____,
[24. Fill in name(s)] Defendant(s)

-----X

STATE OF NEW YORK,
COUNTY OF _____ ss:

[25. Your name] _____, being duly sworn, deposes and says:

1) I am the **[26. Circle one]** plaintiff/defendant, in this action. I make this affidavit in support of my motion for an order **[27. 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.]** _____

2) I believe the Court should grant my motion because **[28. Explain your reasons. Attach additional pages if necessary]**

3) A prior application **[29. 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 **[30. What Court, when, who made the application, the result of the application, attach a copies of the application and explain why you are making another application.]**

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.

[31. SIGN YOUR NAME BEFORE NOTARY]

[32. PRINT YOUR NAME]

Sworn to before me this
day of _____, 20__

Notary Public
[33. Affidavit must be notarized]

SUPREME COURT OF THE STATE OF NEW YORK
COUNTY OF NASSAU

-----X

_____,
[35. Fill in name(s)]

Plaintiff(s)

[34. Index No. & Year]

Index No.

_____/_____

-against-

_____,
[36. Fill in name(s)]

Defendant(s)

-----X

[37. Insert name(s) of papers submitted]

[38. YOUR SIGNATURE]

[39. PRINT YOUR NAME]

[40. YOUR ADDRESS]

[41. CITY, STATE ZIP CODE]

[42. YOUR PHONE NUMBER]