

Civil Term - Part Rules, Part 22G, Courtroom 22

Justice Lee A. Mayersohn
88-11 Sutphin Blvd.
Jamaica, NY 11435

Chambers Ph: (718) 298-1626
Courtroom Ph: (718) 298-1037
Law Secretary: Leigh K. Cheng
Secretary: Jessica L. Davis

General Rules

All counsel must appear for all calendared matters unless specifically excused.

No telephone inquiries concerning motions or applications may be made to chambers.

Telephone call regarding orders and procedures are to be directed to the Guardianship Office at (718) 298-1040.

Any calls regarding legal issues or emergencies may be directed to chambers at (718) 298-1626.

All scheduling and calendar matters shall be brought to the attention of the Clerk of Part 22G at (718) 298-1037.

Except as otherwise provided communications with chambers shall be by letter with the title of the action, index number, and the last date the action appeared on the calendar. Absent exceptional circumstances, ex-parte communication shall be disregarded.

Copies of correspondence between counsel should not be sent to the Court as same will not be placed in the Court's file.

Petitions to Appoint a Guardian

All petitions to appoint a Guardian shall be heard on Mondays, Wednesdays, and Thursdays at 9:30 A.M.

All parties must appear on the return date of a petition to appoint a Guardian.

Applications for adjournments must be on stipulation signed by all parties and the Court evaluator, as well as approved by the Court prior to the date the matter appears on the calendar. Adjournments shall be limited to three (3), and any request thereafter must be made to the Court in person.

No adjournments will be granted by telephone on the date the matter appears on the calendar. Stipulations requesting an adjournment shall be delivered to the clerk two (2) days prior to the return date.

Affidavits of Service for Orders to Show Cause shall be filed in the clerk's office at least two (2) days prior to the return date.

Court Evaluator Reports shall be filed in the clerk's office at least two (2) day prior to the return date.

Motions/Petitions other than to Appoint a Guardian

Motions/Petitions other than to appoint a guardian are heard on Tuesdays at 9:30 A.M. PROMPTLY.

Adjournments of Motions and/or Petitions other than to Appoint a Guardian, or any other calendared application, shall be made in the same manner as a Petition to Appoint a Guardian except that the number of applications shall not be limited to three (3).

All Motions must be submitted to the Guardianship Clerk's Office at least seven (7) days prior to the return date. Affidavits of Service and a statement that the Affidavit of Service is in conformity with section 81.16(3) of the Mental Hygiene Law must be submitted to the clerk's office.

All requests for expenditures may be submitted to the Court by Application and Order Form with the recommendations of the Court Examiner.