



*Honorable Thomas F. Whelan
Supreme Court of the State of New York
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IAS PART 33 - COURT RULES
UPDATED OCTOBER 1, 2023

MOTION RETURN DATES - All motions made in cases assigned to Judge Whelan - Part 33 must be calendared for **Fridays**, and will be on submission only. No appearance is required on the motion return date.

NOTE: Appearances are required when presenting an Order to Show Cause seeking a temporary restraining order, stay, or similar relief. No appearance is required on the resulting return date.

MOTION PAPERS - Exhibits uploaded to NYSCEF must contain a description of the document (e.g., summons, complaint, affidavit) and not merely the letter or number. Do not submit working copies.

DISCONTINUANCE FILINGS - All motions to discontinue and stipulations discontinuing an action must include an affirmation detailing the reason for discontinuing the matter.

ADJOURNMENTS

No adjournments will be granted without prior permission of the Court, which must be obtained via telephone at 631-852-2365 or email at SUFTWHELAN@NYCOURTS.GOV, and shall comply with 22 NYCRR §202.8 (e). Upon receiving the Court's consent, a stipulation signed by all parties is to be filed in NYSCEF.