



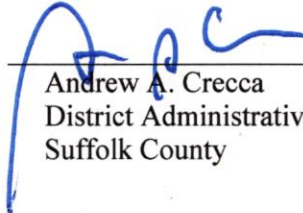
**UNIFIED COURT SYSTEM
OFFICE OF DISTRICT ADMINISTRATIVE JUDGE
SUFFOLK COUNTY**

**ADMINISTRATIVE ORDER OF THE
ADMINISTRATIVE JUDGE OF SUFFOLK COUNTY**

ORDER NO. 12 - 23

Pursuant to the authority vested in me as District Administrative Judge, this order supersedes Administrative Order 98-20 and is in accordance with guidance issued by the Chief Administrative Judge for the trial courts of the Unified Court System (UCS) in Administrative Order 35/22 dated January 16, 2022 which provides that auctions should continue in a manner consistent with district/county auction plans and in accordance with the Unified Court System's COVID-19 protocols. I hereby order that effective May 1, 2023, the following process will be used for scheduling and conducting foreclosure auctions in Suffolk County.

All foreclosure auctions shall be conducted in accordance with the Suffolk County Foreclosure Auction Rules and Procedures in effect at the time of the auction. Suffolk County has updated its auction plan, a copy of which is posted on the Suffolk County Courts' website. In order to schedule a foreclosure sale, the requesting party must choose a date and time and submit a Notice of Sale to Suffolk County's Fiduciary Department. The Notice of Sale with all the required information must be filed via NYSCEF or, in the event of a non-e-filed foreclosure matter, by email to: suffauctions@nycourts.gov. The prior approval of the date and time from the Fiduciary Department will no longer be required. The auctions will continue to take place at the Town Halls throughout Suffolk County. Upon receipt of the Notice of Sale, the Fiduciary Department will enter the auction date into the court's calendar, which will be accessible through e-courts and updated daily.



Andrew A. Crecca
District Administrative Judge
Suffolk County

DATED: April 11, 2023
Central Islip, New York

Order No. 12-23 Distributed to:

Hon. Norman St. George, Deputy Chief Administrative Judge, Courts Outside New York City
Hon. Edwina G. Mendelson-Richardson, Deputy Chief Administrative Judge for Justice Initiatives
Steven Helfont, Esq., Director, Division of Policy & Planning
Warren G. Clark, Esq., District Executive
Leon Adler, Chief Clerk
Dawn M. Maletta, Deputy Chief Clerk
Ann Marie Hein, Deputy Chief Clerk
Ralph Bavaro, Supervising Court Attorney
Kathleen Anderson, Associate Court Clerk
Bernadette Meuschke, Associate Court Clerk
Kristen May, Senior Court Clerk
Evan Tanenbaum, Principal Law Clerk
Julie Walsh, Court Attorney Referee