

ADMINISTRATIVE ORDER OF THE  
CHIEF ADMINISTRATIVE JUDGE OF THE COURTS

Pursuant to the authority vested in me, and upon consultation with and approval by the Administrative Board of the Courts, I hereby amend section 202.50(b)(2) and promulgate a new section 202.50(b)(4) of the Uniform Civil Rules for the Supreme Court and the County Court (22 NYCRR §§202.50[b][2] and [4]), effective May 31, 2018, as follows:

22 NYCRR §202.50(b)(2):

(2) Uncontested Actions. Parties in uncontested matrimonial actions shall use the forms and instructions in the Unified Court System Uncontested Divorce Packet as set forth in section 202.21 (i)(2) of this Part, unless the court permits otherwise pursuant to that section. The instructions to said Packets shall instruct litigants that they may include a request for transfer of title to the marital home, cooperative apartment or condominium apartment in their request for ancillary relief in the summons with notice or verified complaint, and shall provide instructions as to what must be done to effectuate a transfer. The instructions shall also advise litigants that, if they have a mortgage, they should speak with an attorney as well as the bank before the transfer is made.

\* \* \*

22 NYCRR §202.50(b)(4):

(4) Additional Requirement with Respect to Uncontested and Contested Judgments of Divorce. In addition to satisfying the requirements of paragraphs (1), (2), and (3) of this subdivision, every judgment of divorce, whether uncontested or contested, shall include language substantially in accordance with the following decretal paragraph:

ORDERED AND ADJUDGED that pursuant to pursuant to the  parties' Settlement Agreement dated \_\_\_\_\_ OR  the court's decision after trial, all parties shall duly execute all documents necessary to formally transfer title to real estate or co-op shares to the  Plaintiff OR  Defendant as set forth in the  parties' Settlement Agreement OR  the court's decision after trial, including, without limitation, an appropriate deed or other conveyance of title, and all other forms necessary to record such deed or other title documents (including the satisfaction or refinancing of any mortgage if necessary) to convey ownership of the marital residence

located at \_\_\_\_\_, no later than \_\_\_\_\_:

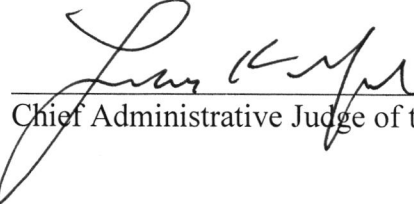
**OR**  *Not applicable*; and it is further \_\_\_\_\_

\* \* \*

Further pursuant to the authority vested in me, I hereby prescribe the following revised form and instructions (Exh. A) for inclusion in the Unified Court System Uncontested Divorce Packet for use in undefended matrimonial actions pursuant to 22 NYCRR §§ 202.21(i) and 202.50, and repeal the former versions of that form and instructions, effective May 31, 2018:

- Instructions (rev. 5/31/18)
- Judgment of Divorce (Form UD-11) (rev. 5/31/18)

Attached as Exh. B is a list of the Forms comprising the Unified Court System's Uncontested Divorce Packet in effect as of May 31, 2018.

  
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Chief Administrative Judge of the Courts

Dated: May 21, 2018

AO/191/18