



NEW YORK STATE
Unified Court System

HONORABLE LAWRENCE K. MARKS
ADMINISTRATIVE DIRECTOR

RONALD P. YOUNKINS, ESQ.
CHIEF OF OPERATIONS

OFFICE OF COURT ADMINISTRATION

MAUREEN H. McALARY
DEPUTY DIRECTOR, DIVISION OF FINANCIAL MANAGEMENT

Division of Financial Management

DFM Bulletin

Number 0909

December 23, 2009

TO : Holders of the Financial Planning and Control Manual

SUBJECT: Information Subpoenas at Nominal Cost

Uniform City Court Act §1812(d) and 1812-A, Uniform District Court Act §1812(d) and 1812-A, Uniform Justice Court Act §1812(d) and 1812-A and New York City Civil Court Act §1812(3)(d) and 1812-A identify that Information Subpoenas would be provided, upon request, for a nominal cost.

Effective January 1, 2010, the nominal cost for the issuance of an Information Subpoena for the enforcement of small claims and commercial claims judgements shall be \$3.

Attached is amended Part IV, Section 3.130, which includes amended pages 8-11 of the Financial Planning & Control Manual, reflecting the provisions of the above. The manual can be accessed at the Division of Financial Management's website <http://www.nycourts.gov/admin/financialops/FPCM.shtml>.

Please ensure distribution of this bulletin to all personnel within your respective jurisdictions who may be responsible for the processing of, or the monitoring of internal controls relating to, collection of vehicle and traffic fines.

NYS UNIFIED COURT SYSTEM
FOR ADMINISTRATIVE
PURPOSES ONLY


Maureen McAlary