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**From:** Geoffrey G. Fritsch  
**Sent:** Thursday, October 19, 2023 2:36 PM  
**To:** rulecomments  
**Subject:** Summary proceedings notice

**Categories:** Notice of Petition

The new forms seem easier to understand

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**From:** Jon D. Faber-Moseley  
**Sent:** Friday, October 20, 2023 10:10 AM  
**To:** rulecomments  
**Cc:** Hon. Eddie D. Daugherty  
**Subject:** Standardized Notice of Petition

**Categories:** Notice of Petition

For the sake of consistency, this court directs prospective filers to the NYCOURT.GOV website, whether they be tenant or landlord. This way everyone receives court approved, up to date forms as well as additional information necessary for a successful filing.

Regards,

**Jon Moseley, Court Clerk**  
MARATHON TOWN COURT  
PO Box 366  
40 W Main St  
Marathon, NY 13803  
Phone-607-849-6960  
Fax-607-240-5399  
[marathontowncourt@nycourts.gov](mailto:marathontowncourt@nycourts.gov)  
[www.townofmarathonny.com](http://www.townofmarathonny.com)

Office hours: M–F 9 am until 1 pm  
Pay tickets online at [www.paycourtonline.com](http://www.paycourtonline.com)

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**From:** Hon Roger L. Misso Jr  
**Sent:** Monday, October 23, 2023 8:30 AM  
**To:** rulecomments  
**Cc:** Hon Roger L. Misso Jr  
**Subject:** Proposal to Promulgate Standardized Notice of Petition Forms

**Categories:** Notice of Petition

I agree with the standardization of the Notice of Petition Forms for 1) Rent Not Paid, and 2) Eviction.

I am for this change!

Roger L. Misso, Jr.  
Wolcott Town Justice  
Treasurer, Wayne County Magistrate's Association  
(315) 729-2986

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**From:** Hon Pamela S Rider  
**Sent:** Wednesday, October 25, 2023 5:36 PM  
**To:** rulecomments  
**Subject:** Proposal to Promulgate Standardized Notice of Petition Forms

**Categories:** Notice of Petition

I have reviewed the proposed standardized forms and find that they may be well suited to the landlord/tenant matters.

Thank you

Hon. Pamela S Rider  
Town Justice  
Somerset Justice Court  
8700 Haight Rd  
Barker NY 14012  
716-795-3575

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**From:** Hon. Jeremy R. Beichner  
**Sent:** Thursday, October 26, 2023 2:39 PM  
**To:** rulecomments  
**Subject:** Summary Proceedings/Eviction Language

**Categories:** Notice of Petition

To: David Nocenti, Esq., Counsel, Office of Court Administration

Re: Comments on proposal to promulgate standardized, plain language Notice of Petition forms

Mr. Nocenti, and/or other authorized people associated with the proposal,

Our legal system can be confusing and frustrating. Anything we can do to simplify the process or make things easier to understand would be advantageous to the people and communities we serve. I am in favor of the use of plain language in the forms associated with Summary Proceedings.

Thank you for your time,  
-Hon. Jeremy Beichner  
Town of Stockton (8<sup>th</sup> Jud. Dis.)

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**From:** Jerry A. Laporte  
**Sent:** Friday, October 27, 2023 6:48 AM  
**To:** rulecomments  
**Subject:** I really like the new forms for Summary proceedings , Should be better for everyone involved. Thank you Jerry LaPorte Town Justice

**Categories:** Notice of Petition

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**From:** Ronald W. Meister  
**Sent:** Monday, October 30, 2023 11:07 AM  
**To:** rulecomments  
**Subject:** Proposed uniform notice of petition in summary proceedings

**Categories:** Notice of Petition

Please consider the following comments to this proposed mandatory form.

This form omits an explicit statement that respondents may, at their own expense, have the assistance of counsel of their choosing. Nor does it state that, if they require an interpreter, one will be provided at no cost.

Because of its mandatory, uniform nature, this form may be misleading in courts such as those in Westchester County, where a program of appointed counsel is being undertaken by Legal Services of the Hudson Valley. The “Resources” language should be modified to make respondents aware of such possibilities, when they become available. This may require modification that would be unsuitable for use in a mandatory uniform notice.

Ronald W. Meister  
Town Justice  
Town of Mamaroneck

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**From:** Hon. Gregory J Amoroso  
**Sent:** Tuesday, November 7, 2023 11:40 AM  
**To:** rulecomments  
**Cc:** Hon. Deborah H Karalunas  
**Subject:** Proposal to Promulgate Standard Plain Language Notice of Petition Forms

**Categories:** Notice of Petition

Please accept these comments on the proposal to promulgate standardized, plain language Notice of Petition forms for use in housing matter outside in New York City. I sit as a judge in a City Court that routinely handles housing matters.

- The “Notice of Court Date: Rent Not Paid” includes the following language: “If you do not want to be evicted, you must go to court on the date and time below”. I think this language should also be included in the “Notice of Court Date: Eviction Case”.
- Both forms include the following language: “If you do not tell the court about a defense, you might not be able to use it to support your case or any other case.” I would suggest that the language be amended as follows: “If you do not tell the court about a defense ***at the time of your Answer***, you might not be able to use it to support your case or any other case.”

Gregory J. Amoroso  
Rome City Court Judge  
Acting Oneida County Court Judge  
Supervising Judge for City Courts Outside  
Syracuse, 5<sup>th</sup> Judicial District

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**From:** Robin J. Curtis  
**Sent:** Tuesday, November 7, 2023 2:49 PM  
**To:** rulecomments  
**Subject:** NOP form

**Categories:** Notice of Petition

The issue as always, is one size doesn't fit all, and there are always exceptions.

There needs to be blanks that can be filled in.

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**From:** David Nocenti  
**Sent:** Friday, November 17, 2023 1:46 PM  
**To:** rulecomments  
**Subject:** FW: Request for Public Comment - Plain Language Notice of Petition ONYC

**Categories:** Notice of Petition

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**From:** Hon. Maija Dixon <mdixon@nycourts.gov>  
**Sent:** Friday, November 17, 2023 12:41 PM  
**To:** David Nocenti [REDACTED]  
**Subject:** Request for Public Comment - Plain Language Notice of Petition ONYC

Good afternoon Counsel Nocenti,

I ask the Administrative Board to consider adding information about the following:

- You may be required to appear for additional court dates;
- Your landlord is asking for a judgment against you for “all unpaid back rent **AND** rent owed through the final court date in this case,” plus \_\_\_\_\_;
- Indicate whether the Answer should be filed in the Clerk’s Office when brought to court;
  - o Safety issues for papers handed up to the bench;
- How long should the Answer be? Is 5, 8 or 30 pages and exhibits too extensive to read as the case is called;
- If you appear with children, you may be asked to wait outside the courtroom until the case is called.

Respondents told me they were not aware of most of these issues before their court appearance. Thank you for your consideration.

Regards,

Hon. Maija C. Dixon  
Rochester City Court Judge  
Monroe County Hall of Justice  
99 Exchange Boulevard, Room 6  
Rochester, New York 14614  
(585) 371-3404 Office  
(585) 3713401 Fax

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PO Box 272  
16 West William Street  
Bath, NY 14810

Tel: (607) 776-4126  
Fax: (607) 776-4029  
www.lawny.org

November 29, 2023

David Nocenti, Esq.  
Counsel  
Office of Court Administration  
25 Beaver Street  
10<sup>th</sup> Fl  
New York, NY 10004

Dear Mr. Nocenti:

Legal Assistance of Western New York, Inc. (LawNY) is a legal services organization providing free civil legal services, including representation of low-income tenants and families across fourteen counties in New York State. The following represents LawNY's comments on the proposed Notice of Petition Forms circulated by Memorandum of October 18, 2023.

1. The language at the bottom of the nonpayment form references "interest" in both paragraphs one and two. Pursuant to Real Property Actions and Proceedings Law § 702, landlords may not seek interest in a summary proceeding. Only the base rent demanded needs to be paid to require dismissal of the petition. See R.P.A.P.L. § 731(4). By referencing interest, the proposed notice of petition incorrectly implies that landlords may seek interest in summary proceedings and that interest must be paid to secure dismissal of a nonpayment proceeding.

We suggest striking the references to interest.

2. Even though it is in a box, the language regarding the right to an RPAPL § 745 adjournment is offset and easy to miss. It also does not make clear to litigants, or the Court, that the adjournment is a right and *must* be granted upon request, and that a tenant need not state a reason for the request. Some courts are still improperly denying R.P.A.P.L. 745 adjournments.

We suggest moving the language in the box to page 1, directly under the date and time of the court appearance and aligning it to the left. We also suggest that the adjournment language include: "The Court must grant a request to adjourn the case for at least 14 days from the court date on this notice."



3. The forms also do not effectively direct tenants to available legal services based on their region. Instead, the web resources provide an overbroad list of civil legal service providers with inadequate tailoring to the providers representing tenants in the county where a case is located. The resources should be limited to tenant defense agencies providing services in the area where the court is located, and the Court should actively participate in directing tenants to these services.
4. The date format may be confusing for non-English speakers, who often list the day before the month. It would be clearer if the form provided for the month to be written out.
5. Critically, while the Notice of Petition forms may streamline the process of evicting tenants, and communicate some important information, they will not mitigate ongoing critical access to justice issues in the local courts. The use of the form does not provide the responding tenants, or their counsel, improved access to the documents underlying an eviction case, or court records which are needed during the extended periods of time when courts are closed while cases and eviction warrants are pending.

The form also does not encourage the courts to assist tenants in connecting with counsel, which is vital to ensuring that tenants have an opportunity to present a meaningful defense. It is submitted that the laudable effort to improve forms is amenable to a broader and contemporaneous coordination with other vital efforts to improve access to the courts and counsel across the state.

Thank you for your consideration,

A handwritten signature in blue ink, appearing to read 'David Kagle', with a horizontal line drawn underneath it.

David Kagle  
Housing Project Managing Attorney



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**From:** Katie Zimmer  
**Sent:** Thursday, November 30, 2023 12:04 PM  
**To:** rulecomments  
**Subject:** Public Comment – Proposal to Promulgate Standardized Notice of Petition Forms

**Categories:** Notice of Petition

Good afternoon,

I am in favor of the proposal to Promulgate Standardized Notice of Petition Forms. Evictions have become a very complicated and frustrating process for all involved. A form, infographics, QR code with a link to a video/website, and a package of information with clear precise steps one needs to take for the eviction process would be most welcome. I thank you for taking the initiative to make this process easier to navigate.

Respectfully,  
Katie Zimmer  
North Harmony Court Clerk

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To: Administrative Board of the Courts

From: Nancy B. Garavelli  
Management Analyst, OCA Office of Trial Court Support

Date: November 30, 2023

RE: Request for Public Comment on Proposal to Promulgate Standardized, Plain Language Notice of Petition Forms for Mandatory Use in Housing Matters Outside of New York City

Please accept the comments below in response to the Request for Public Comment memorandum referenced above issued on October 18, 2023.

**Comments regarding Notice of Court Date: Rent Not Paid, Notice of Petition Nonpayment Form UCS-NPN:**

- Under the line where the respondent(s) name would be listed it would be clearer to say "list all tenants you are asking the court to evict"
- In the section "Landlord's Reason to Ask for Eviction, number #1 indicates "back rent and interest." Is it correct to include the word interest here since RPAPL 702 (included below) is specific that only rent can be sought unless there is specific language in a lease or rental agreement? Also a written demand for rent has to be served prior to filing a Notice of Petition and Petition and the written demand only lists the actual rent due.

*RPAPL § 702. Rent in a residential dwelling 1. In a proceeding relating to a residential dwelling or housing accommodation, the term "rent" shall mean the monthly or weekly amount charged in consideration for the use and occupation of a dwelling pursuant to a written or oral rental agreement. No fees, charges or penalties other than rent may be sought in a summary proceeding pursuant to this article, notwithstanding any language to the contrary in any lease or rental agreement.*

- Under the section "Your Answer" for the sake of consistency in forms, this language should be identical on the notices for both Nonpayment and Holdover.
- Under the section "Landlord's Information" on page 2 of the Notice, This is duplicative - this information is listed on the first page with the exception of the signature - the landlord is not required to sign a Notice of Petition - only the Clerk of the Court, Judge or the attorney for the landlord can sign "issue" the Notice.
- Since a notice can only be signed by the Clerk of the Court, Judge or attorney for the landlord, the section for the signature of the Clerk of the Court or Judge. Should be set apart from the information above them.

**Comments regarding Notice of Court Date: Eviction Case, Notice of Petition Holdover Form UCS-NPH:**

- Evictions occur for both non-payment and holdover proceedings. I don't know that it is correct to call this form strictly an "Eviction Case"
- Again, the forms should be consistent, where it says Occupant/Respondent it should be listed the same style as on the Nonpayment notice including under the line where the

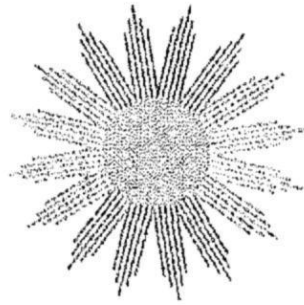
respondent(s) name would be listed it would be clearer to say "list all tenants you are asking the court to evict".

- This form has a section titled "About" that is not the same as on the Nonpayment form.
- This form does not include the same "warning" information above the Court date information. This should mirror the Nonpayment form **except** leave out the part about your landlord claims you owe back rent and is asking the court to evict you if you do not pay."
- This form has a section titled "How to Respond to the Petition". The Nonpayment version calls the same section "Your Answer". Again, we should be consistent with style and content.
- As in the Non-payment notice under the section "Landlord's Information" on page 2 of the Notice, this is duplicative - this information is listed on the first page with the exception of the signature – there is no need for a landlord is not required to sign a Notice of Petition - only the Clerk of the Court, Judge or the attorney for the landlord can "issue" the Notice.
- Since a notice can only be signed by the Clerk of the Court, Judge or attorney for the landlord, the section for the signature of the Clerk of the Court or Judge should be set apart from the information above them.

Thank you for your consideration.

Respectfully Submitted,

Nancy B. Garavelli



# CENTER FOR ELDER LAW & JUSTICE

November 30, 2023

David Nocenti, Esq., Counsel  
Office of Court Administration  
25 Beaver Street, 10<sup>th</sup> Floor  
New York, New York 10004  
Sent via email to [rulecomments@nycourts.gov](mailto:rulecomments@nycourts.gov)

RE: Request for Public Comment on Proposal to Promulgate Standardized, Plain Language Notice of Petition Forms for Mandatory Use in Housing Matters Outside of New York City.

Dear Mr. Nocenti,

Thank you for the opportunity to submit written testimony for the above proposal. The Center for Elder Law & Justice ("CELJ") is an 80-person full service regional civil legal services delivery structure with dedicated staff for outreach, training, and pro bono activities. Our work includes both policy advocacy and individual direct legal services and we have units dedicated to health care, *housing*, kinship care, public benefits, elder abuse & consumer scams, and more. Our mission is to use the legal system to ensure that our clients live independently and with dignity.

Incorporated in 1978 in Erie County New York, we now provide outreach and brief services to all counties in the Fourth Department, full-service representation to 11 Western New York Counties and run a statewide telephone helpline for older adults and their families. A large portion of our advocacy includes representing tenants of all ages who are facing eviction. CELJ is a member of the *Attorney of the Morning Program* in Buffalo City Court, representing thousands of tenants in eviction proceedings.

CELJ is also part of the New York Legal Services Coalition, (NYLSC) a 501(c)3 nonprofit organization formed in 2014 that consists of approximately 45 civil legal services organizations serving every county in New York State. Member organizations provide a full range of legal advocacy and assistance to address the needs of persons eligible for legal assistance in non-criminal matters and conflicts, such as domestic violence, tenants' rights, immigration, elder law, and a host of other areas. Member agencies ensure access to civil legal assistance for all New Yorkers in need, with a commitment to social justice and equal opportunity for all.

### **Plain Language Notice of Petition Forms**

The proposed forms have removed legalese and terms that are not commonly understood by tenants. The proposed changes should make it easier for tenants to understand the proceeding they are facing along with the legal issue that is being brought by the landlord/petitioner. These changes will hopefully result in a reduction of default judgments being entered, and an increase in tenant representation in eviction proceedings.

While CELJ is in support of the plain language form, we do have suggestions that can better simplify the document and make it even more understandable for tenants.

1. Our advocates have seen many petitions that name "John Doe" or "Jane Doe" as the Renter/Tenant. The Notice should have language encouraging the recipient to appear in court and seek legal counsel even if they are not specifically named in the caption of the notice. This should significantly reduce the amount of default judgments issued, as tenants often do not respond to petitions that do not list their name specifically.
2. In the Non-Payment Notice of Petition, the title should be "Eviction for Rent Not Paid" rather than "Rent Not Paid." This makes it clear to the tenant that they are facing an actual eviction proceeding for the alleged non-payment of rent.

3. In the Holdover Notice of Petition, the title should be "Eviction for Not Moving Out" rather than "Eviction Case." This provides greater specificity as to the grounds of the proceeding. Additionally, the notice should be addressed to "renter/tenant" or "renter/tenant/occupant" since the exact title of the respondent has not yet been determined.
4. Both forms should include a link to a form Answer. Unfortunately, many tenants must go through evictions unrepresented. Having the ability to draft an Answer can help pro se tenants put themselves in a better position to defend their case. The form Answer may also alert the tenant to certain available defenses they did not know they had.
5. While RPAPL clearly states that tenants are entitled to 14-day adjournments, some judges are reticent to grant them, even when tenant attorneys request them. In this section of the form, we recommend stating that tenants should appear at their court date and tell the judge why a 14 day adjournment is needed. This should help tenants better enforce their rights to an adjournment under the RPAPL.

Thank you for the opportunity to provide our thoughts and concerns. We greatly appreciate your consideration and we are thankful for the Office of Court Administration's focus on adopting these plain language forms.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Kevin M. Quinn', with a long, sweeping horizontal line extending to the right.

Kevin M. Quinn, Esq.  
Director of Impact Litigation  
Center for Elder Law & Justice



December 1, 2023

David Nocenti, Esq., Counsel  
Office of Court Administration  
25 Beaver Street, 10th Fl.  
New York, NY 10004  
Sent via email to [rulecomments@nycourts.gov](mailto:rulecomments@nycourts.gov)

Re: Request for Public Comment on Proposal to Promulgate Standardized, Plain Language Notice of Petition Forms for Mandatory Use in Housing Matters Outside of New York City

Dear Mr. Nocenti,

On behalf of the New York Legal Services Coalition (NYLSC), I submit the following comment regarding the proposal to promulgate standardized, plain language notice of petition forms for mandatory use in housing matters outside of New York City. NYLSC is a professional association of over 40 legal aid organizations that together represent tens of thousands of tenants in eviction proceedings in Landlord Tenant courts across New York State and we are committed to creating permanent and transformative solutions to New York's eviction crisis. We write to express our support for the promulgation of standardized, plain language forms in eviction proceedings.

The proposed forms have removed legalese and terms that are not commonly understood by the average tenant, such as "praying for relief" and "interposing a defense." We hope are confident that the proposed changes will be easier to understand and therefore enable tenants to understand what legal issue is being addressed. We are hopeful that the language will result in fewer tenants defaulting in landlord tenant matters, and therefore will result in greater housing stability for tenants.

We do have several suggestions that we believe would improve the newly proposed forms and make the court process even more accessible to tenants.

- For Nonpayment of Rent, the title should be “Eviction for Rent Not Paid” rather than just “Rent Not Paid” so that it is clear and bold that this is an eviction case.
  - The Notice should list the total amount of money the landlord claims is due. This could put here: Your landlord says you owe **back rent** and **interest** on the back rent. The landlord thinks you owe \$\_\_\_\_\_.
- For Holdover Eviction:
  - the title should be “Eviction for Not Moving Out” rather than “Eviction Case” which is vague.
  - the notice should be addressed to “renter/tenant” or “renter/tenant/occupant” since it has not yet been determined that the respondent is not a renter or tenant at that point.
  - In the “About” section, it should state that the landlord states that you have not moved out of the apartment after they have given you notice to leave. Saying “for the reasons listed in the petition” is vague. If it is anticipated that this form may be used for several different kinds of proceedings, such as holdover, objectionable tenancy, etc. then check boxes should be provided with a list of potential reasons for wanting to proceed with the eviction.
  - If the landlord is going to seek a money judgment they should have to state the amount of money that they are seeking.
- On both forms:
  - provide a link to a form answer: since the majority of tenants do not have an attorney, the Notice of Petition should provide a URL link to a form answer that they can use to respond to the petition (rather than just an explanation of the answer).
  - “Need more time to get ready for court? Go to court on your court date and ask for a 14-day postponement” – we have concerns with this language in that some judges are reticent to grant a 14 day adjournment even though RPAPL clearly states that a 14-day adjournment shall be granted. Perhaps stating that something like “Go to court on your court date and tell the judge why a 14-day postponement is needed” might be better.
  - Local Resources for tenants should be included on both forms, not simply statewide or court-based resources. For example, regions such as Rochester have put together substantial resources for tenants to which links should be made available.

Thank you for your consideration of these concerns and comments. We appreciate the Office of Court Administration’s focus on adopting plain language forms and encourage the continued promulgation of such forms.

Yours truly,



Sally Fisher Curran, Esq.

Co-Chair of NYLSC Steering Committee





TO: David Nocenti, Esq., Counsel, Office of Court Administration,  
via email to [rulecomments@nycourts.gov](mailto:rulecomments@nycourts.gov)

FROM: New York State Legal Services Coalition

RE: Request for Public Comment on Proposal to Promulgate Standardized, Plain  
Language Notice of Petition Forms for Mandatory Use in Housing Matters  
Outside of New York City

DATE: December 1, 2023

The New York Legal Services Coalition (NYLSC) submits the following comments regarding the proposal to promulgate standardized, plain language notice of petition forms for mandatory use in housing matters outside of New York City. NYLSC is a professional association of over 40 legal aid organizations that together represent tens of thousands of tenants in eviction proceedings in Landlord Tenant courts across New York State. We are committed to creating permanent and transformative solutions to New York's eviction crisis and support simplifying and speeding up court process. Accordingly, we write to express our support for the promulgation of standardized, plain language forms in eviction proceedings.

The proposed forms have removed legalese and terms that are not commonly understood by the average tenant, such as "praying for relief" and "interposing a defense." We are confident that the proposed changes will be easier to understand and therefore enable tenants to understand each legal issue is being addressed. We believe that the language will result in fewer tenants defaulting in landlord tenant matters, and therefore will result in greater housing stability for tenants.

To improve upon the proposed forms, we suggest the following for your consideration:  
Notice of Petition:

- For Nonpayment of Rent, the title should be "Eviction for Rent Not Paid" rather than just "Rent Not Paid" so that it is clear and bold that this is an eviction case.

New York Legal Services  
Coalition

P.O. Box 7218  
Albany, NY 12224

[www.nylscoalition.org](http://www.nylscoalition.org)  
518-795-5270



- The Notice should list the total amount of money the landlord claims is due. For example, your landlord says you owe **back rent** and **interest** on the back rent. The landlord thinks you owe \$\_\_\_\_\_.
- For Holdover Eviction:
  - the title should be “Eviction for Not Moving Out” rather than “Eviction Case” which is vague.
  - notice should be addressed to “renter/tenant” or “renter/tenant/occupant” since it has not yet been determined that the respondent is not a renter or tenant at that point.
  - In the “About” section, it should state that the landlord claims that you have not moved out of the apartment after they have given you notice to leave. As proposed the term, “for the reasons listed in the petition” is vague. If it is anticipated that this form may be used for several distinct kinds of proceedings, such as holdover, objectionable tenancy, etc. The addition of check boxes should be provided with a list of potential reasons for wanting to proceed with the eviction.
  - If the landlord is going to seek a money judgment, they should have to specify the amount of money that they are seeking.
- On both forms we suggest the following for clarity:
  - Provide a link to a form answer: since most tenants do not have an attorney, the Notice of Petition should provide a URL link to a form answer that they can use to respond to the petition (rather than just an explanation of the answer).
  - “Need more time to get ready for court? Go to court on your court date and ask for a 14-day postponement” – because some judges are reticent to grant a 14-day adjournment even though RPAPL clearly states that a 14-day adjournment *shall* be granted, an alternative might be “Go to court on your court date and tell the judge why a 14-day postponement is needed”

Thank you for your consideration of these concerns and comments. We appreciate the Office of Court Administration’s focus on adopting plain language forms and encourage the continued promulgation of such forms.

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**From:** Kobak, Marcie <mkobak@lshv.org>  
**Sent:** Friday, December 1, 2023 3:23 PM  
**To:** rulecomments  
**Subject:** request for public comment regarding standardized notice of petition forms outside NYC

**Categories:** Notice of Petition

Legal Services of the Hudson Valley submits the following comments on this proposal.

We appreciate the court's initiative to create uniform forms and efforts to make them understandable. There is a greater need for court forms for tenants seeking to bring proceedings under RPAPL 768, new RPAPL Article 7-d and new RPAPL Article 7-d that there is for a form for use by landlords.

The caption notation "Name of the renter the landlord is asking the court to evict. This can be more than one renter." Because a warrant is only effective against all the persons named in the case, this notation could lead to necessary parties not being named in a case. There should be a notation that the names of any minor children should be elided to initials.

The caption notation "Name of the landlord or owner" is not specific enough given the requirements of RPAPL 721 on who can bring a petition.

The call-out box regarding RPAPL 745 is problematic because a tenant is only entitled to a 14 day adjournment of trial after answering the petition.

Marcie Kobak (she/her)  
Legal Services of the Hudson Valley  
Litigation Director  
914-376-3757 x 315  
mkobak@lshv.org

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