

Order Extending Plaintiff's Time to Serve Summons (Form 17)

Order Extending Plaintiff's Time to Serve Summons

- [1. **Index No. & Year**] Insert Index Number & the year it was purchased
- [2. **Fill in name(s)**] Fill in the Plaintiff name
- [3. **Fill in name(s)**] Fill in the Defendant name
- [4. **Your name(s)**] Your name
- [5. **Date the Affidavit notarized**] Insert the date that you signed the affidavit before a notary public
- [6. **Your name(s)**] Your name

Affidavit in Support

- [7. **Index No. & Year**] Insert Index Number & the year it was purchased
- [8. **Fill in name(s)**] Fill in the Plaintiff name
- [9. **Fill in name(s)**] Fill in the Defendant name
- [10. **Your name(s)**] Your name
- [11. **Circle One**] Circle your party status, plaintiff or defendant
- [12. **Describe what you are asking the Court to do**] Describe your request.
- [13. **Explain your reasons. Attach additional pages if necessary**] Describe all facts, events, actions and decisions.
- [14. **Check that a prior application has been made only if you are seeking the same relief again**] This item requires that you check a box, either that you are asking for new relief or that you have previously asked for the same relief.
- [15. **What Court, when, who made the application, the result of the application, attach a copies of the application and explain why you are making another application.**] If you are asking for the same relief, state why.
- [16. **Sign your name before a notary public**] Signature
- [17. **Print Your Name**] Print your Name
- [18. **Affidavit must be notarized.**] Sign affidavit before a notary public

Litigation Back (Last page of entire packet)

- [19. **Index No. & Year**] Insert Index Number & the year it was purchased
- [20. **Fill in name(s)**] Fill in the Plaintiff name
- [21. **Fill in name(s)**] Fill in the Defendant name
- [22. **Insert name(s) of papers submitted**] Put the Names of all of the papers
- [23. **YOUR SIGNATURE**] Signature
- [24. **PRINT YOUR NAME**] Your name
- [25. **YOUR ADDRESS**] Your address
- [26. **CITY, STATE ZIP CODE**] City State and Zip Code
- [27. **YOUR PHONE NUMBER**] Your telephone Number