

STATE OF NEW YORK  
CITY/DISTRICT/TOWN/VILLAGE COURT (1) \_\_\_\_\_  
COUNTY OF (2) \_\_\_\_\_

(4) \_\_\_\_\_

\_\_\_\_\_

Petitioner(s)/Landlord(s)

-against-

(3) Index/Docket No. \_\_\_\_\_

**NOTICE OF PETITION  
HOLDOVER PROCEEDING**

(5) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Respondent(s)/Tenant(s)

To the Respondents:

PLEASE TAKE NOTICE that a hearing at which you must appear will be held at the

(6) City/District/Town/Village Court

NO. 8 IS FOR COURT USE ONLY

County of (7) \_\_\_\_\_ on the (8) \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ at \_\_\_\_\_ am/pm,  
upon the annexed petition, which you must answer, which requests a final judgment evicting you from, and  
awarding to the petitioner the possession of, premises designated and described as follows:

(9) Street Address Including Zip Code

the \_\_\_\_\_ rooms on the \_\_\_\_\_ Floor(s), Apartment No. \_\_\_\_\_, in the County of  
(10) \_\_\_\_\_ and such other and further relief as is demanded in the petition.

TAKE NOTICE that demand also is made in the petition for judgment against you for the sum of  
(11) \$ \_\_\_\_\_, with interest thereon from (12) \_\_\_\_\_, 20 \_\_\_\_.

TAKE NOTICE that your answer may set forth any defense or counterclaim you may have against  
the petitioner.

TAKE NOTICE also that if you shall fail at such time to interpose and establish any defense that  
you may have to the allegations of the petition, you may be precluded from asserting such defense or the  
claim on which it is based in any other proceeding or action.

TAKE NOTICE that your failure to appear and answer may result in final judgment by default for  
the petitioner evicting you from the premises and ordering you to pay the amount demanded in the  
petition.

DATED: the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Judge/Clerk/Attorney