

At IAS Part ___ of the Supreme Court
of the State of New York, held in and
for the County of _____ at the
Courthouse, _____,
_____, New York
the ___ day of _____, 20__.

PRESENT: HON. _____
Justice of the Supreme Court

(Name(s) of Plaintiff(s))

VS

(Name(s) of Defendant(s))

ORDER TO SHOW CAUSE
VACATE DEFAULT JUDGMENT

Index No. _____

Upon reading and filing the affidavit of _____,

(Insert your name)

sworn to on the ___ day of _____, 20__, and upon all prior papers and
proceedings:

Let the plaintiff or his/her/their attorney show cause at IAS Part _____, of this
Court, to be held at the Courthouse at _____,
(Court street address)
_____, N. Y., on the ___ day of _____, 20__, at ___ AM/PM
(Insert return date & time advised of by the Court)

or as soon as the parties may be heard why an order should not be entered vacating
the default on appearance date and/or the judgment granted in favor of the plaintiff

and setting the matter down for trial, and why the defendant should not have such other and further relief as may be just and proper.

Sufficient reason being presented for the relief requested it is,

ORDERED, that pending the hearing of this motion, the Sheriff and the plaintiff and all his agents are stayed from conducting any proceedings to enforce the judgment, and further it is

ORDERED, that the defendant serve a copy of this order on the plaintiff, or his attorney if one has been retained and the Sheriff of _____ County located at _____, by certified mail, return receipt requested by the _____ day of _____, 20____.

Hon.
JUSTICE OF SUPREME COURT