

SUPREME COURT OF THE STATE OF NEW YORK
COUNTY OF _____

(Names of Plaintiff(s)/Petitioner(s))

VS

Summons with Notice

Index No. _____

(Names of Defendant(s)/Respondent(s))

To the Person(s) Named as Defendant(s) Above:

PLEASE TAKE NOTICE THAT YOU ARE HEREBY SUMMONED to appear in this action by serving a notice of appearance on the plaintiff(s) at the address set forth below, and to do so within 20 days after the service of this Summons (not counting the day of service itself), or within 30 days after service is complete if the summons is not delivered personally to you within the State of New York.

YOU ARE HEREBY NOTIFIED THAT should you fail to answer or appear, a judgment will be entered against you by default for the relief demanded below.

Dated: _____, 20____
(Date of Summons)

(Plaintiff(s) name - person bringing on lawsuit)

(Plaintiff(s) street address)

(Plaintiff(s) city, state, zip)

(Plaintiff(s) telephone no.)

(Defendant(s) name - person(s) sued)

(Defendant(s) street address)

(Defendant(s) city, state, zip)

Notice:

The nature of this action is: _____

(Briefly describe the nature of your case against the defendant(s), such as breach of contract negligence. Please note that this form may NOT be used for divorce actions.)

The relief sought is: _____

(Briefly describe the kind of relief you are asking for, such as, money damages in the amount of \$xxxx)

Should defendant(s) fail to appear herein, judgment will be entered by default for the sum of _____, with interest from the date of _____ and
(Amount of money demanded) (Date from which interest on the amount demanded is claimed)

Venue:

Plaintiff(s) designate(s) _____ County as the place of trial. The basis of this designation is: (Enter County above; then select one category below, listing specific County)

- Plaintiff(s)' Residence in _____ County.
- Defendant(s)' Residence in _____ County.
- Other (See CPLR Article 5): _____