

**INSTRUCTIONS: FILL IN THE BOX BELOW AND THE INDEX NUMBER. COMPLETE ALL BLANKS IN ACCORDANCE WITH THE DIRECTIONS SET FORTH IN BOLD PRINT.**

SUPREME COURT OF THE STATE OF NEW YORK  
COUNTY OF KINGS

-----X  
Index No. \_\_\_\_\_  
**[INSERT INDEX NUMBER]**

\_\_\_\_\_,  
**[FILL IN NAME(S) OF PLAINTIFF(S)]**  
Plaintiff(s),

NOTICE OF APPEARANCE  
AND DEMAND

- against -

\_\_\_\_\_,  
**[YOUR NAME(S)]**  
Defendant(s),

-----X

PLEASE TAKE NOTICE THAT the defendant(s) named below hereby appear in this action and demand that you serve a copy of the complaint and all notices and other papers in this action upon the defendant(s) at the address stated below.

Dated: \_\_\_\_\_, 20\_\_\_\_

**DATE OF NOTICE OF APPEARANCE**

\_\_\_\_\_

**SIGN YOUR NAMES**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

To: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**[SIGN YOUR NAME(S) ADDRESS(S)  
and TELEPHONE NUMBER(S) ABOVE**

**ATTORNEY FOR PLAINTIFF, NAME,  
ADDRESS AND PHONE NUMBER**