

At I.A.S. Part \_\_\_\_\_ of the Supreme Court of the State of New York, held in and for the County of Richmond, at the Courthouse thereof, 26 Central Avenue, Staten Island, N.Y., on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

PRESENT: HON. \_\_\_\_\_  
Justice of the Supreme Court

**Index Number**

Plaintiff(s),

- against-

Defendant(s).

**ORDER TO SHOW CAUSE  
IN CIVIL ACTOIN**

Upon reading and filing the Verified Petition of \_\_\_\_\_,  
sworn to on, \_\_\_\_\_, and the exhibits attached to the Petition,

Exhibit A

Exhibit B

Exhibit C

Let the respondent(s) show cause at I.A.S. Part \_\_\_\_\_, Room \_\_\_\_\_ of this Court, to be held at the Courthouse, 26 Central Avenue, Staten Island, N.Y., on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock in the \_\_\_\_\_ or as soon as the parties to this proceeding may be heard why a judgment should not be issued providing the following relief

and such other and further relief as may to the court seem just and proper, for the reasons that:

Sufficient cause appearing therefor, let personal service of a copy of this order, the Petition and all other papers upon which this order is granted, upon all parties to this proceeding, on or before the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ be deemed good and sufficient. A copy of an affidavit or acknowledgment of service shall be filed with the County Clerk (Room 141B) immediately after service and the original of such proof of service shall be presented to this court on the return date fixed above.

ENTER

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J. S. C.

SUPREME COURT OF THE STATE OF NEW YORK  
COUNTY OF RICHMOND

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Plaintiff(s)/Petitioner(s),

**Index Number**

- against-

AFFIDAVIT IN SUPPORT

Defendant(s)/Respondent(s).

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, being duly sworn,

deposes and says:

1. I am the \_\_\_\_\_ in this matter. I make this affidavit in support of this motion for an order granting to following relief:

2. I believe the Court should grant the relief sought [this motion] because

3, A prior application                      been made for the relief now requested

WHEREFORE, I respectfully request that this motion be granted, and that I have such other and further relief as may **be just** and proper.

Sworn to before me this  
\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
**[sign your name before a Notary]**  
\_\_\_\_\_

Notary Public

SUPREME COURT OF THE STATE OF NEW YORK  
COUNTY OF RICHMOND

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**Index Number**

Petitioner(s),

NOTICE OF PETITION

- against-

Respondent(s).

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PLEASE TAKE NOTICE that upon the Verified Petition of ,  
sworn to on, , and the attached exhibits, petitioner(s) will, at 9:30 AM on the  
at the Courthouse at 26 Central Avenue, Staten Island NY in the Motion  
Submission Part Courtroom, Room 131, request that this court issue a judgment, pursuant to the Civil  
Practice Law and Rules (CPLR), granting the following relief to the petitioner(s):

and such other and further relief as to this Court may seem just and proper.

Dated:

Respectfully submitted,

To: Respondent(s)

Petitioner

SUPREME COURT OF THE STATE OF NEW YORK  
COUNTY OF RICHMOND

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**Index Number**

Plaintiff(s)/Petitioner(s),

- against-

VERIFIED PETITION

Defendant(s)/Respondent(s).

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TO THE SUPREME COURT OF THE STATE OF NEW YORK, COUNTY OF NEW YORK:

The petition of \_\_\_\_\_ respectfully shows to this court as follows:

1. Petitioner resides at

2. The respondent(s) is / are

3.

4. Attached as exhibits are copies of all relevant documents.

5. A prior application                      been made for the relief now requested.

WHEREFORE, your deponent respectfully requests that this Court

and grant such other and further relief as may to the court seem just and proper.

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Petitioner

VERIFICATION

STATE OF NEW YORK  
COUNTY OF RICHMOND

ss:

, being duly sworn,

deposes and says that: I am the petitioner in this proceeding; I have read the foregoing petition and know the contents thereof; the same are true to my own knowledge, except as to matters therein stated to be alleged on information and belief; and as to those matters I believe them to be true.

Sworn to before me this

day of, \_\_\_\_\_ 20

Petitioner

Notary Public