

Instructions: Fill in the names of the parties and the Index Number. Complete the blank spaces next to the instructions printed in bold type. PRINT AND USE BLACK INK ONLY. SIGN YOUR NAME IN THE PRESENCE OF A NOTARY PUBLIC.

SUPREME COURT OF THE STATE OF NEW YORK
COUNTY OF QUEENS

-----x

[FILL IN NAME(S)] Plaintiff(s)/Petitioner(s)

Index No.

_____/____

vs

NOTICE OF MOTION

[FILL IN NAME(S)] Defendant(s)/Respondent(s)

-----x

PLEASE TAKE NOTICE that upon the attached affidavit(s) of

_____, [YOUR NAME(S)], sworn

to on the ____ day of _____, 200____, [DATE THE

AFFIDAVIT WAS SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC], and the

exhibits attached thereto and [LIST OTHER SUPPORTING PAPERS, IF

ANY, E.G. ADDITIONAL AFFIDAVITS] _____

and upon all the proceedings in this case to date, the plaintiff(s)/petitioner(s)/defendant(s)/respondent(s) [CIRCLE ONE]

will move in this Court, at 9:30 A.M. on the ____ day of _____

_____, 200____ [INSERT RETURN DATE], at the Courthouse, 88-11

Sutphin Boulevard, Jamaica, N.Y., in IAS Part _____ [INSERT

PART NUMBER, IF KNOWN], for an order granting the following relief

to the movant(s) [THAT IS YOU]. [DESCRIBE THE RELIEF BEING SOUGHT]

and granting such other and further relief as this Court may deem just and proper.

PLEASE TAKE FURTHER NOTICE, that pursuant to Civil Practice Law and Rules 2214(b), you are hereby required to serve copies of your answering affidavits on the undersigned no later than the seventh day prior to the date set above for the submission of this motion. **[DELETE THIS PARAGRAPH UNLESS MOTION SERVED AT LEAST TWELVE (12) DAYS SEVENTEEN (17) (DAYS BY MAIL) BEFORE THE RETURN DATE].**

Dated: _____, New York
[COUNTY WHERE SIGNED]

_____, 200____
[DATE SIGNED]

Respectfully Submitted,

[SIGN YOUR NAME]

[PRINT YOUR NAME, ADDRESS
and TELEPHONE NUMBER]

TO: Attorney for Plaintiff(s)/Petitioner(s)
Defendant(s)/Respondent(s) **[CIRCLE ONE]**

[PRINT NAME, ADDRESS and
TELEPHONE NUMBER]