

The following documents are a collection of directives of the Administrative Judge of the New York City Civil Court which pertain to the Court's emergency operations implemented in response to the COVID-19 (Coronavirus) public health crisis.

Updated December 21, 2020

CIVIL COURT OF THE CITY OF NEW YORK

DIRECTIVES AND PROCEDURES

Subject: Warrants of Eviction Issued During Coronavirus Pandemic

Class: DRP-206

Category: LT-30

Eff. Date: March 13, 2020

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BACKGROUND:

A novel coronavirus (COVID-19) is currently spreading worldwide and severely impacting our community here in New York City. To combat this epidemic, both the Governor of New York State, Andrew M. Cuomo, and the Mayor of New York City, Bill de Blasio, have each issued a state of emergency in both State and local governments. Current policies call for social distancing of individuals, restricting large gatherings, and limiting occupancy in certain venues. In light of these concerns, we are instituting the following directive.

DIRECTIVE:

Until further notice, no warrant of eviction shall issue until such time as the current public health crisis has abated and this directive is rescinded.

The foregoing is without prejudice to the right of petitioner to seek an exception by submitting a motion on notice establishing that no party is negatively affected by the COVID-19 epidemic.

Dated: March 13, 2020

_____/S/_____
Hon. Anthony Cannataro
Administrative Judge
Civil Court of the City of New

CIVIL COURT OF THE CITY OF NEW YORK

DIRECTIVES AND PROCEDURES

Subject: Electronic Document Delivery System (EDDS)

Class: DRP- 208A

Category: GP-10

LT-10

Eff. Date: June 15, 2020

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BACKGROUND:

Administrative Order 115/20 dated May 28, 2020, relating to the Electronic Document Delivery System (EDDS), supersedes Administrative Order 87/20 (pars. A-C) and, as relevant here, alters the requirements for service of certain documents on unrepresented parties when using EDDS. This DRP amends DRP 208 issued on May 5, 2020, to reflect the changes effected by AO 115/20.

EDDS is a program intended to mitigate the effects of the COVID-19 outbreak upon the courts and the public. It provides a means for attorneys and unrepresented litigants to make and respond to motions in pending cases before the Civil and Housing Parts of the Civil Court of the City of New York. EDDS is not a system for filing new actions and proceedings in the Court. No answers or notices of trial may be filed through EDDS in the Civil and Housing Parts of the Civil Court of the City of New York.

DIRECTIVE:

For parties represented by counsel, all new motions and other documents submitted through EDDS must be served electronically, either by email or facsimile transmission. It is the responsibility of the party submitting papers through EDDS to ensure that copies of documents are served electronically on all other parties.

Unrepresented parties must file, serve, and be served with motions by non-electronic means (i.e. personal service, mail, or other physical delivery service) unless they provide written notification to the court and all parties that they wish to file, serve, and be served electronically. A sample consent form is annexed as Exhibit A.

All parties are encouraged to use EDDS to complete the submission of motions that were partially submitted when the Court halted acceptance of paper filings on March 22, 2020. Wherever possible, the Court will consolidate papers previously filed with documents newly submitted through EDDS to create a complete set of motion papers. However, judges may direct that parties submit courtesy copies of previously filed

documents through EDDS to ensure that a complete record is available. In the event that there are discrepancies between papers previously filed in person and submissions made through EDDS, the EDDS submission shall supersede the earlier paper submission.

All existing procedural rules concerning the form of motion papers and times for opposing and replying will apply to motions made through EDDS.

The availability of EDDS does not supersede, abrogate, or otherwise modify any administrative orders relating to the filing of new actions or proceedings during the COVID-19 outbreak, or any administrative orders relating to the entry of default judgments or orders.

Notices of trial in the Civil Court may not be filed through EDDS. Notices of appeal may be filed through EDDS provided payment of appropriate fees is made.

To the extent that any local rule regarding EDDS submissions or any requirement herein conflicts with Administrative Order 115/20, the Order of the Chief Administrative Judge controls.

Dated: June 15, 2020

_____/S/_____
Hon. Anthony Cannataro
Administrative Judge
Civil Court of the City of New York

Exhibit A

**CIVIL COURT OF THE CITY OF NEW YORK
COUNTY OF**

-----X

Plaintiff/Petitioner,

Index No.

- against -

Defendant/Respondent.

-----X

**NOTICE OF CONSENT TO BE SERVED ELECTRONICALLY IN THIS
CASE VIA THE NYS COURTS ELECTRONIC DOCUMENT DELIVERY
SYSTEM ("EDDS")**

To the Parties in this case and the Court:

1. I do not have an attorney. I am unrepresented.
2. I will serve and file all court documents via EDDS.
3. I consent to being served with motion papers electronically (via email or facsimile) in the above-named case.

Dated: _____

E-mail: _____

Telephone: _____

Signed: _____

Print your name: _____

CIVIL COURT OF THE CITY OF NEW YORK

DIRECTIVES AND PROCEDURES

Subject: Obtaining a Default Judgment During Covid-19 Pandemic

Class: DRP- 210B

Category: LT-20

Eff. Date: July 8, 2020

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BACKGROUND:

On May 7, 2020, in response to the ongoing public health crisis, Governor Andrew Cuomo issued Executive Order 202.28, which placed limits on the commencement of summary proceedings for nonpayment of rent and enforcement of eviction orders in those proceedings for 60 days beginning on June 20, 2020.

Thereafter, DRP 210 (as amended on June 12, 2020) imposed a requirement on petitioners seeking default judgment in residential and commercial landlord tenant proceedings to state by affidavit that they had made a good faith effort to ascertain whether the respondent is a person eligible for unemployment insurance or benefits under state or federal law or otherwise facing financial hardship due to the COVID-19 pandemic.

In Executive Order 202.48 issued on July 6, 2020, the relevant directives of Executive Order 202.28 were made applicable only to commercial nonpayment proceedings.

In light of the foregoing, it is ordered that:

DIRECTIVE:

Any petitioner applying for a default judgment in a commercial landlord tenant proceeding based upon the respondent's failure to answer in a summary proceeding for nonpayment of rent shall submit, as part of such application, an affidavit by a person with personal knowledge of the facts, stating that the petitioner has made a good faith effort to ascertain whether the respondent is a person or business eligible for unemployment insurance or benefits under state or federal law or otherwise facing financial hardship due to the COVID-19 pandemic, and that the respondent is not such a person or business. The affidavit shall state the facts upon which the individual bases this conclusion.

This directive amends and supersedes DRP 210A, dated June 12, 2020, and shall remain in effect until further notice.

Date: July 8, 2020

_____/S/_____
Hon. Anthony Cannataro
Administrative Judge
Civil Court of the City of New York

CIVIL COURT OF THE CITY OF NEW YORK

DIRECTIVES AND PROCEDURES

Subject: Enforcing a Warrant of Eviction During Covid-19 Pandemic

Class: DRP- 211B

Category: LT-30

Eff. Date: July 8, 2020

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BACKGROUND:

On May 7, 2020, in response to the ongoing public health crisis, Governor Andrew Cuomo issued Executive Order 202.28, which placed limits on the commencement of summary proceedings for nonpayment of rent and enforcement of eviction orders in those proceedings for 60 days beginning June 20, 2020.

Thereafter, DRP 211 (as amended on June 12, 2020) imposed a requirement on petitioners seeking to enforce a warrant of eviction awarded before March 20, 2020 for the nonpayment of rent in residential and commercial landlord tenant proceedings to state by affidavit that they had made a good faith effort to ascertain whether the respondent is a person eligible for unemployment insurance or benefits under state or federal law or otherwise facing financial hardship due to the COVID-19 pandemic.

In Executive Order 202.48 issued on July 6, 2020, the relevant directives of Executive Order 202.28 were made applicable only to commercial nonpayment proceedings.

In light of the foregoing, it is ordered that:

DIRECTIVE:

Any petitioner in a commercial landlord tenant proceeding seeking to enforce a warrant of eviction that was awarded before March 20, 2020 based upon the nonpayment of rent, must first seek leave of court to enforce the warrant by filing a motion, on notice. The motion seeking leave to enforce shall include an affidavit by a person with personal knowledge of the facts stating that petitioner has made a good faith effort to ascertain whether the respondent is a person or business eligible for unemployment insurance or benefits under state or federal law or otherwise facing financial hardship due to the COVID-19 pandemic, and that the respondent is not such a person or business. The affidavit shall state the facts upon which the individual bases this conclusion.

This directive amends and supersedes DRP 211A, dated June 12, 2020, and shall remain in effect until further notice.

Date: July 8, 2020

_____/S/_____
Hon. Anthony Cannataro
Administrative Judge
Civil Court of the City of New York

CIVIL COURT OF THE CITY OF NEW YORK

DIRECTIVES AND PROCEDURES

Subject: Management of Small Claims Cases
During the Coronavirus pandemic

Class: DRP-212
Category: SC-10
Eff. Date: August 4, 2020

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BACKGROUND:

At its height, the Coronavirus pandemic caused a near-total cessation of operations in the New York City Civil Court. As a result, there is a backlog of Small Claims actions that were filed prior to March 17, 2020. The Court also began accepting new Small Claims filings on June 22, 2020. In order to effectively manage both its “pre-pandemic” and new filing caseload, the Court must increase efforts to bring older cases to a conclusion before turning to more recent actions. The following represents the Court’s plan to manage both the pre-pandemic caseload, as well as cases filed after March 17, 2020.

DIRECTIVE:

Small Claims Matters Pending Prior to March 17, 2020:

Starting August 10, 2020, the Small Claims Part will begin the process of scheduling for virtual mediation all matters that were filed before March 17, 2020 but for which no initial Court appearance was held. To accomplish this, the Court will send an “information page” in the form attached as “Exhibit A” to all parties seeking information necessary to schedule and hold virtual mediation sessions via teleconferencing technology. The notice is to be returned to the Court in the manner prescribed and, upon return of the requested information, the Court shall schedule each matter for virtual mediation.

At the initial virtual mediation session, the parties are to be informed of the purpose and benefits of mediation. Consent to mediate must be obtained and any party may refuse mediation. All mediation proceedings shall be privileged. All matters resolved at virtual mediation shall be presented to a judge for allocution and “so-ordering” of the settlement agreement. Matters which do not resolve by virtual mediation shall be scheduled for virtual trial before the Court.

For matters filed before March 17, 2020, and for which an initial Court appearance has already been held, the case will not be assigned to virtual mediation but instead will be scheduled for virtual trial before the Court. As above, to accomplish this, the Court will send and the parties

will complete an “information page” in the form attached as “Exhibit A”. The Court may direct that the parties submit evidentiary materials electronically or by mail in advance of trial, in a manner prescribed by the Court.

If a party fails to appear for a scheduled virtual trial, the Court, in its discretion, may reschedule the matter with a “final” marking, when appropriate, or may resolve issues or claims against the non-appearing party. The Court may also dismiss a matter based on the failure of either side to appear at the time of trial (“DNAES”).

The Court will conduct virtual trials of its pre-pandemic inventory of cases between August 10, 2020 and December 31, 2020. In person trials of Small Claims matters will not be permitted during this period. Any party unable to participate in virtual mediation or trial must notify the Court of their reasons in order to receive permission from the Court to proceed with the matter in-person. Any pre-pandemic matter which fails to resolve or cannot be resolved at virtual mediation or virtual trial may be scheduled for in-person trial on a date after January 1, 2021. In-person appearances and trials are to be kept to a minimum and virtual resolution of cases in the Small Claims Part shall be pursued to the fullest extent possible.

Evening Small Claims Court is suspended until further notice.

Newly Filed Small Claims Cases:

For all Small Claims matters filed after March 17, 2020, the Clerk shall collect and record phone numbers and email addresses for all parties at the time of filing, in addition to other required information. All newly filed Small Claims matters will be scheduled for presumptive virtual mediation, in the manner described above, to be held after January 1, 2021, or sooner if available.

In the event that presumptive mediation does not resolve the case, it will be scheduled for virtual trial before the Court. Any party unable to participate in virtual mediation or trial must notify the Court of their reasons in order to receive permission from the Court to proceed with the matter in-person. If the case cannot be resolved through virtual mediation or trial, then the matter will be scheduled for an in-person trial to be held after January 1, 2021. All reasonable efforts will be made to limit the number of in-person trials.

Motions on Small Claims Cases:

Motions in the Small Claims Part must be filed by mail or via the Electronic Document Delivery Service (EDDS) in accordance with Administrative Order 115/20. In the event that a party fails to submit responsive documents to a motion, the Court may give any relief it deems

appropriate, including summary judgment or the dismissal of the claims. The Court may schedule a virtual oral argument on any motion, at its discretion.

Dated: August 4, 2020

_____/S/_____
Hon. Anthony Cannataro
Administrative Judge
Civil Court of the City of New York

Exhibit A

INFORMATION PAGE

TO BE RETURNED BEFORE: _____

Index No.: _____

Title of action: _____

Your name: _____

Claimant Defendant

Your telephone number: _____

Your email address: _____

I do not have an email address or access to the internet

Do you have any documents to submit as evidence to the Court?

YES NO

If yes, you must check off and follow the directions below:

Copies MUST be attached and RETURNED TO THE COURT at the following address:

Bronx Civil Court Clerk
Attn: Small Claims
851 Grand Concourse
Bronx, New York 10451

AND

Copies MUST be mailed to the opposing party by certified mail, return receipt requested or by first class mail with a certificate of mailing.

IF YOU DO NOT RETURN THIS INFORMATION PAGE BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED, OR BY FIRST CLASS MAIL WITH CERTIFICATE OF MAILING, THE ACTION MAY BE DISMISSED OR THE EVIDENCE MAY NOT BE CONSIDERED BY THE COURT.

INFORMATION PAGE

TO BE RETURNED BEFORE: _____

Index No.: _____

Title of action: _____

Your name: _____

Claimant Defendant

Your telephone number: _____

Your email address: _____

I do not have an email address or access to the internet

Do you have any documents to submit as evidence to the Court?

YES NO

If yes, you must check off and follow the directions below:

Copies MUST be attached and RETURNED TO THE COURT at the following address:

Harlem Civil Court Clerk
Attn: Small Claims
111 Centre Street
New York, NY 10013

AND

Copies MUST be mailed to the opposing party by certified mail, return receipt requested or by first class mail with a certificate of mailing.

IF YOU DO NOT RETURN THIS INFORMATION PAGE BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED, OR BY FIRST CLASS MAIL WITH CERTIFICATE OF MAILING, THE ACTION MAY BE DISMISSED OR THE EVIDENCE MAY NOT BE CONSIDERED BY THE COURT.

INFORMATION PAGE

TO BE RETURNED BEFORE: _____

Index No.: _____

Title of action: _____

Your name: _____

Claimant Defendant

Your telephone number: _____

Your email address: _____

I do not have an email address or access to the internet

Do you have any documents to submit as evidence to the Court?

YES NO

If yes, you must check off and follow the directions below:

Copies MUST be attached and RETURNED TO THE COURT at the following address:

Kings Civil Court Clerk
Attn: Small Claims
141 Livingston Street
Brooklyn, NY 11201

AND

Copies MUST be mailed to the opposing party by certified mail, return receipt requested or by first class mail with a certificate of mailing.

IF YOU DO NOT RETURN THIS INFORMATION PAGE BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED, OR BY FIRST CLASS MAIL WITH CERTIFICATE OF MAILING, THE ACTION MAY BE DISMISSED OR THE EVIDENCE MAY NOT BE CONSIDERED BY THE COURT.

INFORMATION PAGE

TO BE RETURNED BEFORE: _____

Index No.: _____

Title of action: _____

Your name: _____

Claimant Defendant

Your telephone number: _____

Your email address: _____

I do not have an email address or access to the internet

Do you have any documents to submit as evidence to the Court?

YES NO

If yes, you must check off and follow the directions below:

Copies MUST be attached and RETURNED TO THE COURT at the following address:

New York County Civil Court Clerk
Attn: Small Claims
111 Centre Street
New York, NY 10013

AND

Copies MUST be mailed to the opposing party by certified mail, return receipt requested or by first class mail with a certificate of mailing.

IF YOU DO NOT RETURN THIS INFORMATION PAGE BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED, OR BY FIRST CLASS MAIL WITH CERTIFICATE OF MAILING, THE ACTION MAY BE DISMISSED OR THE EVIDENCE MAY NOT BE CONSIDERED BY THE COURT.

INFORMATION PAGE

TO BE RETURNED BEFORE: _____

Index No.: _____

Title of action: _____

Your name: _____

Claimant Defendant

Your telephone number: _____

Your email address: _____

I do not have an email address or access to the internet

Do you have any documents to submit as evidence to the Court?

YES NO

If yes, you must check off and follow the directions below:

Copies MUST be attached and RETURNED TO THE COURT at the following address:

Queens Civil Court Clerk
Attn: Small Claims
89-17 Sutphin Boulevard
Jamaica, NY 11435

AND

Copies MUST be mailed to the opposing party by certified mail, return receipt requested or by first class mail with a certificate of mailing.

IF YOU DO NOT RETURN THIS INFORMATION PAGE BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED, OR BY FIRST CLASS MAIL WITH CERTIFICATE OF MAILING, THE ACTION MAY BE DISMISSED OR THE EVIDENCE MAY NOT BE CONSIDERED BY THE COURT.

INFORMATION PAGE

TO BE RETURNED BEFORE: _____

Index No.: _____

Title of action: _____

Your name: _____

Claimant Defendant

Your telephone number: _____

Your email address: _____

I do not have an email address or access to the internet

Do you have any documents to submit as evidence to the Court?

YES NO

If yes, you must check off and follow the directions below:

Copies MUST be attached and RETURNED TO THE COURT at the following address:

Richmond Civil Court Clerk
Attn: Small Claims
927 Castleton Avenue
Staten Island, NY 10310

AND

Copies MUST be mailed to the opposing party by certified mail, return receipt requested or by first class mail with a certificate of mailing.

IF YOU DO NOT RETURN THIS INFORMATION PAGE BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED, OR BY FIRST CLASS MAIL WITH CERTIFICATE OF MAILING, THE ACTION MAY BE DISMISSED OR THE EVIDENCE MAY NOT BE CONSIDERED BY THE COURT.

CIVIL COURT OF THE CITY OF NEW YORK

DIRECTIVES AND PROCEDURES

Subject: Management of Pre-Pandemic Eviction Proceedings
in the New York City Civil Court (Part I)

Class: DRP- 213
Category: LT-20, LT-30
Eff. Date: August 12, 2020

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BACKGROUND:

At its height, the Coronavirus pandemic caused a near-total cessation of operations in the Housing Part of the New York City Civil Court. As a result, there are approximately 200,000 eviction proceedings pending from before March 17, 2020. In order to effectively manage this “pre-pandemic” caseload in a manner consistent with current health and safety needs in our courthouses, the Court institutes the following requirements with respect to the Housing Part to advance these cases to their conclusion before turning to more recent proceedings.

Eviction proceedings filed after March 16, 2020 are currently subject to the requirements of Administrative Orders 160/20, 127/20 and 143/20 of the Chief Administrative Judge and shall remain so until further notice. However, with respect to matters pending prior to March 17, 2020 the following rules shall apply:

DIRECTIVE:

1. Warrant Requisitions and Execution of Warrants

A. Warrant Requisitions

On August 20, 2020, the Court will begin accepting requisitions for warrants of eviction based on judgments of possession that were issued before March 17, 2020. All such requisitions must be presented by motion on notice to the respondent. Such a motion shall suffice to comply with the conference requirement contained in AO 160/20. All such motions shall require the inclusion of a Notice to Respondent Tenant, in the form attached as Exh. A to this directive, to be served by mail as well as email wherever possible. Consistent with AO 160/20, any eviction ordered under this section shall not take place prior to October 1, 2020. It is anticipated that these motions will be heard remotely.

B. Execution of Warrants

Beginning August 20, 2020, a petitioner seeking to enforce a warrant of eviction that was issued before March 17, 2020 must seek leave of court by motion on notice to respondent. Such a motion shall suffice to comply with the conference requirement contained in AO 160/20. All such motions shall require the inclusion of a Notice to Respondent Tenant in the form attached as Exh. A to this directive, to be served by mail, as well as email wherever possible. Consistent with AO 160/20, any eviction ordered under this section shall not take place prior to October 1, 2020. It is anticipated that these

motions will be heard remotely.

2. Defaults

A. Appearance Defaults

In all matters where issue has been joined and the Court has jurisdiction over the parties, counsel and/or parties are expected to be present for court noticed appearances. Noticed appearances may include virtual or in-person conferences or trials. If an attorney and/or party fails to appear for a court-noticed conference or trial without excuse, the judge presiding over such appearance may exercise his or her discretion to address the unexcused absence. The judge may, among other available remedies, reschedule the appearance with a “final” marking, resolve issues or claims against the non-appearing party, impose sanctions, or issue a judgment of contempt.

All applications to be excused from a court ordered appearance must be made on the record before the court or by affidavit/affirmation.

B. Document Defaults

Filing of answers in residential eviction proceedings is presently controlled by Administrative Orders 160/20 and 121/20. Moreover, submission of motion documents in pending proceedings is governed by Administrative Order 115/20, which authorized the Electronic Document Delivery System (EDDS). EDDS remains available until further order. Consistent with Administrative Orders 160/20 and 115/20, no adverse action (*i.e.*, no defaults) shall be taken based upon the failure to file an answer in an eviction proceeding, or based upon the failure of a party to submit responsive papers to a motion submitted through EDDS, absent specific order of the Court.

Date: August 12, 2020

/S/
Hon. Anthony Cannataro
Administrative Judge
Civil Court of the City of New York

Exhibit A

WARNING!

YOU ARE RECEIVING THESE PAPERS BECAUSE YOUR LANDLORD HAS APPLIED TO COURT TO HAVE YOU EVICTED.

You do not need to go to court to respond to these papers in person.

To respond you can call 718-557-1379, or visit www.nycourts.gov/evictions/nyc/ and ask for a FREE LAWYER to help you with your housing case. You should call as soon as possible.

If you can't get a free lawyer, or you don't want one, you can call the court at 646-386-5409 to arrange a virtual appearance for yourself so that you do not have to come to court.

¡ADVERTENCIA!

USTED ESTA RECIBIENDO ESTOS DOCUMENTOS PORQUE SU ARRENDADOR HA SOLICITADO A LA CORTE QUE LO DESALOJEN.

Usted no necesita ir a la corte para responder a estos documentos en persona.

Para responder puede llamar al 718-557-1379 o visitar www.nycourts.gov/evictions/nyc/ y solicite un ABOGADO GRATUITO para que le ayude con su caso de vivienda. Debe llamar lo antes posible.

Si no puede obtener un abogado gratuito, o no quiere uno, puede llamar al tribunal al 646-386-5409 para organizar una presentación virtual para usted de manera que no tenga que ir al tribunal.

تنبیه!

توصلك بهذه الأوراق يعني أن المالك الذي تستأجر لديه
تقدم بطلب إلى المحكمة لإخراجك من المثل الذي تستأجره
أنت لا تحتاج لتذهب إلى المحكمة لكي ترد على هذه الأوراق شخصياً.
ولترد على هذه الأوراق بإمكانك الاتصال على الرقم الهاتفي 1379-557-
718، أو أن ترور هذا الموقع على
الإنترنت www.nycourts.gov/evictions/nyc/؛ وتطلب
محمياً يؤازرك مجاناً لمساعدتك في القضية المتعلقة بسكنائك. وينبغي أن تتصل في
أقرب وقت ممكن.
إذا لم تستطع الحصول على محام يؤازرك مجاناً أو إذا لم تكن ترغب في الاستعانة
بمحام يؤازرك مجاناً، يمكنك الاتصال بالمحكمة على الرقم الهاتفي 5409-
646-386 لوضع الترتيبات اللازمة لجلسة تحضرها عن بعد بحيث لا يتعين
عليك الحجيء شخصياً إلى المحكمة.

সতর্কীকরণ!

আপনি এই কাগজগুলো পেয়েছেন কারণ আপনার
বাড়িওয়ালা আপনাকে যাতে
উচ্ছেদ করা হয় সে জন্য কোর্টের কাছে আবেদন
করেছেন।

এই কাগজসমূহের জবাব দেয়ার জন্য আপনাকে
ব্যক্তিগতভাবে কোর্টে যেতে হবে না।

জবাব দেয়ার জন্য এই নম্বরে কল করতে পারেন (৭১৮)
৫৫৭-১৩৭৯ অথবা ভিসিট করুন
www.nycourts.gov/evictions/nyc/ এবং আপনার আবাসন
মামলায় সাহায্যের জন্য বিনামূল্যে উকিলের কথা জিজ্ঞেস
করুন। যত শীঘ্রই সম্ভব আপনার কল করা প্রয়োজন।

বিনামূল্যে উকিল যদি না পান বা আপনি না চান তাহলে
আপনি কোর্টের এই নম্বরে কল দিন
(৬৪৬)-৩৮৬-৫৪০৯ যাতে আপনাকে ব্যক্তিগতভাবে কোর্টে
হাজির না হয়েও আপনার তাৎক্ষণিক বাস্তব হাজিরা ভিডিও
এর মাধ্যমে ব্যবস্থা করা যায়।

警告

收到這些文件,代表你的房東已向法院申請
將閣下驅逐。

閣下並不需要親自前往法院就這些文件進行答
辯。

你可致電 718-557-1379 進行答辯,或登入
www.nycourts.gov/evictions/nyc/
要求一名免費律師協助處理你的房屋案件。
請盡快打電話。

若不獲免費律師,或者你不需要律師,可致電法院
646-386-5409
安排閣下以視象出席,便可避免親自蒞臨法庭

انتباه

آپ کو بے کاغزات اس لیے وصول ہو رہے ہیں کیونکہ
آپ کے مالک مکان نے عدالت میں کاغزات جمع کروائے ہیں
مکان سے نکالنے کے لیے۔

آپ کو خود بظاہر طور پر عدالت میں جانے کی ضرورت
نہیں ان کاغزات کا جواب دینے کے لیے۔

ان کاغزات کے جواب کے لیے آپ فون نمبر

718-557-1379

پے کال کر سکتے ہیں یا

www.nycourts.gov/evictions/nyc/

ویب سائٹ پر جا کر مفت وقیل کی گزارش کر سکتے ہیں جو آپ کے
ہاوسنگ کیس میں مدد کر سکے جلد سے جلد کال کرنے کی آپ کو
ضرورت ہے۔

اگر آپ کو مفت وقیل نہیں مل سکتا، یا آپ کو وقیل نہیں جاہیے
اپنے کیس کے سلسلے میں، آپ عدالت کو کال کر سکتے ہیں

646-386-5409

نمبر پر تاکے عدالت بندوبست کر سک آپ کی حاضری کا آیا کے
فون یا ویڈیو کے ذریعے اور آپ کو عدالت میں نانا پڑے۔

AVÈTISMAN!

**OU RESEVWA PAPYE SA YO PASKE MÈT
KAY OU MANDE TRIBINAL
POU METE W DEYÒ LAKAYE OU.**

Ou pa bezwen ale ou menm nan tribinal pou reponn papye sa yo.

Pou reponn papye sa yo, ou ka rele 718-557-1379 oubyen ale nan sit

www.nycourts.gov/evictions/nyc/ epi mande yon avoka ki travay gratis pou ede w nan zafè kay ou a. Fòk ou rele byen vit.

Si w pa ka jwenn yon avoka gratis, oubyen ou pa vle yon avoka gratis, ou ka rele tribinal la nan 646-386-5409 pou òganize yon prezantasyon a distans, konsa ou pa bezwen ale an pèsòn nan tribinal la.

AVERTISSEMENT!

**VOUS AVEZ REÇU CES DOCUMENTS
PARCE QUE VOTRE PROPRIÉTAIRE A
DEMANDÉ À LA COUR DE VOUS
EXPULSER DE VOTRE MAISON.**

Vous n'avez pas besoin de vous rendre en personne à la Cour pour répondre à ces documents

Pour y répondre vous pouvez téléphoner au 718-537-1379, ou aller sur le site www.nycourts.gov/evictionbss/nyc/ et demander qu'un avocat de la Cour vous aide gratuitement avec votre problème de logement. Vous devez téléphoner le plus vite possible.

Si vous n'arrivez pas à obtenir les services gratuits d'un avocat ou si vous n'en voulez pas, vous pouvez appeler la Cour au 646-386-5409 afin d'organiser votre comparution virtuelle à la

Предупреждение!

**ВЫ ПОЛУЧИЛИ ЭТИ ДОКУМЕНТЫ,
ПОТОМУ ЧТО
ВАШ арендодатель подал исковое заявление с
требованием вашего выселения.**

Вы не должны лично являться в суд, чтобы ответить на этот иск.

Для ответа вы можете позвонить по телефону 718-557-1379 или посетить сайт www.nycourts.gov/evictions/nyc/ и попросить **БЕСПЛАТНОГО АДВОКАТА**, который поможет вам в вашем деле с жильем. Вам следует позвонить как можно скорее.

Если у вас нет бесплатного адвоката или он вам не нужен, вы можете позвонить в суд по номеру 646-386-5409, чтобы организовать для вас виртуальную явку в суд, чтобы не было необходимости являться лично.

CIVIL COURT OF THE CITY OF NEW YORK

DIRECTIVES AND PROCEDURES

Subject: Management of Commercial Eviction Proceedings
in the New York City Civil Court

Class: DRP-215
Category: LT-10, LT-20, LT-30
Eff. Date: December 21, 2020

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BACKGROUND:

On December 11, 2020, Governor Cuomo issued Executive Order 202.81, extending the moratorium (initially enacted by Executive Order 202.28 and modified and extended by subsequent executive orders) on commencement and enforcement of commercial eviction proceedings for nonpayment of rent until January 31, 2021.

Accordingly, the following directives shall apply until January 31, 2021, or until the expiration of any future extension of the commercial eviction moratorium by the Governor:

DIRECTIVE:

The Clerk is directed not to accept any new filings of a commercial eviction proceeding based upon nonpayment of rent covered under Executive Order 202.81.

The Clerk is further directed not to issue a judgment of possession or warrant of eviction in any commercial eviction proceeding for nonpayment of rent covered under Executive Order 202.81.

Commercial holdover eviction proceedings may proceed in the normal course.

Dated: December 21, 2020

/S/
Hon. Anthony Cannataro
Administrative Judge
Civil Court of the City of New York