



## NEW YORK STATE UNIFIED COURT SYSTEM POSTPONEMENT REQUEST DISPOSAL FORM

POSTPONEMENT REQUESTS (record series #90290) have been entered into the RECORD OF SERVICE DATASET FILES (record series #90232) and quality control has been conducted. In compliance with the Records Retention and Disposition Schedule for the Records of the Jury System these records have been disposed for the following batch number(s) and time frame:

Batch Number(s): \_\_\_\_\_.

Dates From: \_\_\_\_\_ Through \_\_\_\_\_.

These records consist of approximately \_\_\_\_\_ cubic feet of records.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Court: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Date: \_\_\_\_\_

Return form to: **New York State Office of Court Administration  
Division of Court Operations  
Office of Records Management  
25 Beaver Street, Room 883  
New York, N.Y. 10004  
Phone # (212) 428-2875  
Fax # (212) 428-2880  
Email - DISPOREQ@courts.state.ny.us**