

Kings Matrimonial Term
360 Adams Street - 10th Floor
Brooklyn N.Y. 11201
(347) 296 - 1714

PRELIMINARY CONFERENCE REQUEST REQUIREMENTS

***Please note, paying requisite fee for RJI and filing RJI with the County Clerk's Office will not effectuate the scheduling of a Preliminary Conference in the Matrimonial Term. To effectuate the scheduling of a Preliminary Conference and subsequent notification as to PC date and Judge assigned please provide the following:*

Index # _____

Your Preliminary Conference has not been scheduled for the following reasons:

To file for a Preliminary Conference you must submit :

- | | |
|---|---|
| <input type="checkbox"/> Fully completed RJI | <input type="checkbox"/> RJI proof of payment |
| <input type="checkbox"/> Request for P.C. form
(or <i>Blumberg</i> form T-305) | <input type="checkbox"/> Proof of Service of <u>both</u>
Request for PC form & RJI |

Resubmit all papers that were returned, in addition to the above to the 10th Floor Matrimonial Clerks Office 360 Adams St.