BATAVIA CITY COURT
GENESEE COUNTY COURTS FACILITY
ONE WEST MAIN STREET
BATAVIA, NY 14020

PHONE 585-344-2550 EXT.2416, 2417, 2418
FAX 585-344-8556

ROBERT J. BALBICK
JUDGE

DURIN B. ROGERS
JUDGE

PAULA DABELLA
CHIEF CLERK

EFFECTIVE MAY 21, 1996: CHAPTER 90, LAWS OF 1996, UNIFORM CITY COURT ACT

"A defendant who wishes to file a COUNTERCLAIM may do so by filing a statement thereof with the clerk of the court within 5 days of defendant's receipt of the notice of claim.

Failure to comply with this time frame does not result in the forfeiture of the defendant's right to counterclaim, but the claimant is then entitled to request an adjournment of the hearing.

At the time of the filing of a counterclaim, the defendant is required to pay to the clerk of the court a fee of $5.00, plus mailing costs of $ .47, for a total of $5.47. The clerk of the court is then required to promptly send notice of the counterclaim to the claimant by ordinary first class mail."

FOR YOUR INFORMATION:

Batavia City Court is in operation Monday through Friday from 9:00 A. M. until 5:00 P. M. We will accept counterclaims until 4:30 P. M. each day. The monetary limit for all claims is $5,000.00. To expedite the process, we ask that you kindly prepare your written statement prior to coming to our office. Claims will not be accepted through the mail.

Personal checks are not permitted. The $5.47 fee may be paid by cash, credit card, money order or certified bank draft.

If you have any questions or concerns, our telephone number is listed above for your convenience.

Updated: 04/11/2016