

**ADMINISTRATIVE ORDER OF THE  
CHIEF ADMINISTRATIVE JUDGE OF THE COURTS**

Pursuant to the authority vested in me, I hereby prescribe the following ten revised forms and instructions (attached as Exh. A) for inclusion in the Unified Court System Uncontested Divorce Packet for use in undefended matrimonial actions pursuant to 22 NYCRR §§ 202.21(i) and 202.50, and repeal the former versions of those forms:

- Instructions (rev. 1/25/16)
- Summons With Notice (Form UD-1) Eff. 1/25/16
- Verified Complaint (Form UD-2) Eff. 1/25/16
- Affidavit of Service (Form UD-3) Eff. 1/25/16
- Affirmation (Affidavit) of Regularity (Form UD-5) Eff. 1/25/16
- Affidavit of Plaintiff (Form UD-6) Eff. 1/25/16
- Affidavit of Defendant (Form UD-7) Eff. 1/25/16
- Support Collection Unit Information Sheet (Form UD-8a) Eff. 1/25/16
- Findings of Fact/Conclusions of Law (Form UD-10) Eff. 1/25/16
- Judgment of Divorce (Form UD-11) Eff. 1/25/16
- UCS-111 (UCS Divorce and Child Support Summary Form) Eff. 1/25/16

I further prescribe the following six new forms for inclusion in the Uncontested Divorce Packet (attached as Exh. B):

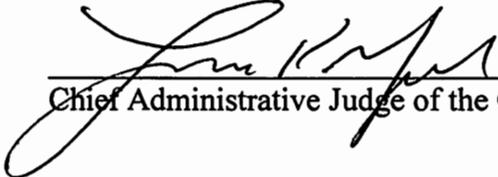
- Notice of Guideline Maintenance [New]
- Annual Income Worksheet (Form UD-8(1)) [New]
- Maintenance Guidelines Worksheet (Form UD-8(2))[New]
- Child Support Worksheet (Form UD-8(3))[New]
- Affidavit of Service by Mail of Judgment of Divorce (Form UD-15) [New]
- Affidavit of Service of Proposed Poor Person's Order [New]

I further repeal the following form:

- Child Support Worksheet (Form UD-8)

This order is effective January 25, 2016.

Attached as Exh. C is a list of the Forms comprising the Unified Court System Uncontested Divorce Packet in effect as of January 25, 2015.

  
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Chief Administrative Judge of the Courts

Dated: January 14, 2016

AO/004/16