

NOTE OF ISSUE

For use of clerk

Calendar No. (if any) _____
Index No. _____
Supreme Court, _____ County, New York
Name of assigned Judge _____

Plaintiff(s)

– *against* –

Defendant(s)

NOTICE FOR TRIAL

- Trial by jury demanded
 - of all issues
 - of issues specified below or attached hereto
- Trial without jury
Filed by attorney for _____
Date summons served _____
Date service completed _____
Date issue joined _____

NATURE OF ACTION OR SPECIAL PROCEEDING

- Tort: Motor vehicle negligence
 Medical malpractice
 Other tort
- Contract
- Contested matrimonial
- Uncontested matrimonial
- Tax certiorari
- Condemnation
- Other(not itemized above) specify _____
- This is a class action
Amount demanded: \$ _____
Other relief: _____

Special preference claimed under _____
On the ground that _____

Insurance Carrier(s) if known _____

Attorney(s) for Plaintiff(s) _____
Office and P.O. Address _____

Phone No. _____

Attorney(s) for Defendant(s) _____
Office and P.O. Address _____

Phone No. _____

NOTE: *The clerk will not accept this note of issue unless accompanied by a certificate of readiness.*

CERTIFICATE OF READINESS FOR TRIAL

(Items 1-7 must be checked)

For use of clerk

	Completed	Waived	Not Required
1. All pleadings served			
2. Bill of particulars served			
3. Physical examinations completed			
4. Medical reports exchanged			
5. Appraisal reports exchanged			
6. Compliance with section 202.16 of the Rules of the Chief Administrator (22 NYCRR 202.16) in matrimonial actions			
7. Discovery proceedings now known to be necessary completed			

8. There are no outstanding requests for discovery.

9. There has been a reasonable opportunity to complete the foregoing proceedings

10. There has been compliance with any order issued pursuant to section 202.12 of the Rules of the Chief Administrator (22 NYCRR 202.12).

11. If a medical malpractice action, there has been compliance with any order issued pursuant to section 202.56 of the Rules of the Chief Administrator (22 NYCRR 202.56)

12. The case is ready for trial

Dated: _____

 Signature/Print Name:
 Attorney for: _____

Office Address: _____

State of New York, County of _____ ss.:

_____ being duly sworn, deposes, and says that deponent is not a party to the action and is over 18 years of age, resides at _____ New York. That on _____, 20____, deponent served the within note of issue and certificate of readiness on _____, the attorney for _____, at _____, the address designated by the attorney for service, by depositing a true copy thereof, properly enclosed in a post-paid wrapper, in an official depository of the U.S. Postal Service within the State of New York.

Sworn to before me on _____, 20____

Print Name:
