

FILING REQUIREMENTS FOR CONTESTED ACTIONS
MATRIMONIAL OFFICE - ROOM 140

THE FOLLOWING MUST BE SUBMITTED:

1. Proof of the index number
2. Three copies of the Note of Issue and Statement of Readiness, with proof of service, must be filed with the court within 10 days of service upon the defendant.
3. Summons with statutory notation, in accordance with 232 of the Domestic Relations Law, with proof of service
4. Verified complaint
5. Verified answer
6. Certificate of Dissolution (Form DOH - 2168) - original, signed, official form with maiden name and social security numbers
7. Sworn, current statements of net worth - submitted by plaintiff and defendant in accordance with 236 of the Domestic Relations Law
8. Sworn statement of proposed disposition, by moving party, with proof of service
9. Request for Judicial Intervention (UCS 840) - proof of service required
10. Child and Spousal Support Registration Form pursuant to Domestic Relations Law 236 (B) (9) (d) (Children Only)

Inquiries regarding assignment of Judges and calendar dates may be made in person or by use of the public access computer terminals, lawyer's services or telephone.

COURT FEES Index Number - \$210.00
Note of Issue - \$125.00
(If RJI previously filed - Note of Issue - \$30.00