

NOTE: ATTORNEY'S CERTIFICATIONS ARE ACCEPTED (CPLR 2105).

16. If there are minor children of the marriage, then income information pursuant to DRL 240, sub. 1(b), in the form of a sworn Income Itemization Sheet, and a copy of the preceding year's Federal Income Tax Return as to both parties is required.
17. Stipulations or Agreements entered into on or after September 15, 1989 shall include a provision stating that the parties have been advised of DRL 240, as amended April 2, 1992. The stipulation must contain the reason(s) for any deviation from the presumptive amount of child support (see DRL 240(1-b)(h)).
18. Separate Findings of Fact with Conclusions of Law. Separate Judgment. Captions, headings, and recitals on each, pursuant to Uniform Rules for Supreme Court and County Courts (22 NYCRR - Sec. 202.50. See Appendix B).
19. Submit stamped self-addressed post card.
20. Data Collection Form UCS 111.
21. Income Deduction Order pursuant to CPLR Sec. 5242(c).
22. Child and Spousal Support Registration Form pursuant to Domestic Relations Law Sec. 236.
23. Qualified Medical Child Support Order.

**PLEASE NOTE: COURT PERSONNEL ARE PROHIBITED FROM GIVING LEGAL  
ADVICE OR AIDING IN THE PREPARATION OF LEGAL DOCUMENTS**

COURT FEES.....Index Number **\$210.00**

Filing uncontested Note of Issue

If and RJI has already been filed, and additional fee of **\$30.00** for the filing of the Note of Issue is required.

**ONLY ATTORNEY'S CHECKS OR MONEY ORDERS ACCEPTED AT MATRIMONIAL OFFICE**