

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK

(In the space above enter the full name(s) of the plaintiff(s)/petitioner(s).)

___ Civ. _____ () ()

- against -

NOTICE OF MOTION

(In the space above enter the full name(s) of the defendant(s)/respondent(s).)

PLEASE TAKE NOTICE that upon the annexed affirmation of _____, *(name)*
affirmed on _____, 20____, and upon the exhibits attached thereto *(delete if no*
(date)
exhibits), the accompanying Memorandum of Law in support of this motion *(delete if there is no*
Memorandum of Law), and the pleadings herein, plaintiff/defendant will move this Court, before
(circle one)
_____, United States District/Magistrate Judge, for an order
(Judge's name) *(circle one)*
pursuant to Rule _____ of the Federal Rules of Civil Procedure granting *(state what you want the*
Judge to order): _____

I declare under penalty of perjury that the foregoing is true and correct.

Dated: _____, _____
(city) *(state)*
_____, 20____
(month) *(day)* *(year)*

Signature _____
Address _____

Telephone Number _____
Fax Number *(if you have one)* _____

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK

(In the space above enter the full name(s) of the plaintiff(s)/petitioner(s).)

____ Civ. _____ () ()

- against -

**AFFIRMATION IN
SUPPORT OF MOTION**

(In the space above enter the full name(s) of the defendant(s)/respondent(s).)

I, _____, **affirm under penalty of perjury** that:
(name)

1. I, _____, am the plaintiff/defendant in the above entitled action,
(name) (circle one)
and respectfully move this Court to issue an order _____.
(state what you want the Judge to order)

2. The reason why I am entitled to the relief I seek is the following (state all your reasons
using additional paragraphs and sheets of paper as necessary): _____

WHEREFORE, I respectfully request that the Court grant this motion, as well as such
other and further relief as may be just and proper.

I declare under penalty of perjury that the foregoing is true and correct.

Dated: _____, _____
(city) (state)
_____, 20____
(month) (day) (year)

Signature _____
Address _____

Telephone Number _____
Fax Number (if you have one) _____

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK

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- against -

(In the space above enter the full name(s) of the defendant(s)/respondent(s).)

___ Civ. ___ () ()

AFFIRMATION OF SERVICE

I, _____, **declare under penalty of perjury** that I have
(name)

served a copy of the attached _____
(document you are serving)

upon _____ whose address is _____
(name of person served)

(where you served document)

by _____.
(how you served document: For example - personal delivery, mail, overnight express, etc.)

Dated: _____, _____
(town/city) (state)
_____, 20____
(month) (day) (year)

Signature

Address

City, State

Zip Code

Telephone Number

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK

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- against -

(In the space above enter the full name(s) of the defendant(s)/respondent(s).)

____ Civ. _____ () ()

**AFFIRMATION IN OPPOSITION
TO MOTION**

I, _____, **affirm under penalty of perjury that:**
(name)

1. I, _____, am the plaintiff/defendant in the above entitled action, and
(name) (circle one)
respectfully submit this affirmation in opposition to the motion dated _____, 20____,
(date of motion)
made by _____ asking that the court order the following relief:
(name of moving party)

(state what the moving party wants the Judge to order)
_____.

2. I have personal knowledge of facts which bear on this motion because _____

(state the basis on which you learned of the relevant facts)
_____.

3. The motion should be denied because (state your reasons using additional paragraphs and sheets of paper as necessary)

_____.

4. In view of the foregoing, it is respectfully submitted that the motion should be denied.

I declare under penalty of perjury that the foregoing is true and correct.

Dated: _____, _____
(city) (state)
_____, 20____
(month) (day) (year)

Signature _____
Address _____

Telephone Number _____
Fax Number (if you have one) _____

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK

(In the space above enter the full name(s) of the plaintiff(s)/petitioner(s).)

- against -

(In the space above enter the full name(s) of the defendant(s)/respondent(s).)

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(town/city) (state)
_____, 20____
(month) (day) (year)

Signature

Address

City, State

Zip Code

Telephone Number

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK

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- against -

(In the space above enter the full name(s) of the defendant(s)/respondent(s).)

___ Civ. _____ () ()

**REPLY AFFIRMATION
IN SUPPORT OF MOTION**

I, _____, **affirm under penalty of perjury** that:
(name)

1. I, _____, am the plaintiff/defendant in the above entitled action, and
(name) *(circle one)*
submit this affirmation in further support of my motion to this Court for an order

(state what you want the Judge to order)

2. The reason why I am entitled to the relief I seek is the following *(state your additional reasons
using additional paragraphs and additional sheets of paper as necessary; you should not repeat information from your original
affirmation)*: _____

WHEREFORE, I respectfully request that the Court grant my motion, as well as such other
and further relief as may be just and proper.

I declare under penalty of perjury that the foregoing is true and correct.

Dated: _____, _____
(city) *(state)*
_____, 20____
(month) *(day)* *(year)*

Signature _____
Address _____

Telephone Number _____
Fax Number *(if you have one)* _____

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK

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Dated: _____, _____
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_____, 20____
(month) (day) (year)

Signature

Address

City, State

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Telephone Number