

Blumberg Law Forms



This Catalog lists all Blumberg Forms in paper and online. It has two sections:

A – Z LISTING OF FORMS by specific state and Nationwide. The catalog numbers are preceded by a price code. For prices, see the Price Chart below. If the form does not have a Price Code, the prices will appear on the Numerical List.

If you do not see a form listed under a specific state, look at the **NATIONWIDE LIST** at p. 10.

NUMERICAL LIST of paper forms arranged sequentially by catalog number. The publication dates appear on the Numerical List.

The online forms are highlighted. Some of these forms are available online only. They are listed as “*Web Only*.”

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Price Chart for Blumberg Forms

How to use this price chart: Select your forms. Note code letter prefixed to form number. Locate the corresponding column on the price chart. Quantities and prices are listed accordingly. Bold face indicates the price of the full package. If a form does not have a price code, look up the catalog number in the Numerical Lists. The price will follow the title of the form.

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	FOLDED INTO 4 PAGES		SINGLE SHEETS: LETTER OR LEGAL SIZE			
QUANTITY	A-W-R COTTON PAPER	M	P	B	T-X	C
96	–	–	–	–	–	\$39.60
48	–	–	\$48.00	\$39.60	\$44.40	–
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12	27.75	30.00	18.00	15.00	17.40	15.00
6	17.10	17.70	13.20	11.55	12.30	11.55
3	10.95	11.55	10.95	9.15	9.75	9.00

Prices: April, 2015

NEW YORK NYBTU Forms and Blumberg Equivalents

8001.....	T689
8002.....	T691
8003.....	T685
8004.....	T693
8005-A.....	T278
8006.....	A289
8007.....	A291
8008.....	A285
8009.....	A293
8010.....	A296
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8014.....	A283
8022.....	P679
8024.....	P679
8034.....	W295
8035.....	T275
8041.....	A125
8053-A&B.....	T473

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ACCEPTANCE (see—COOPERATIVE APARTMENT)

ACCIDENT (also see—MOTOR VEHICLE)

T1600 Notice of intent to claim, motor vehicle MVAIC

ACKNOWLEDGMENT (also see—SUMMONS)

T 214 Indiv. corp., ptrnr., witness & LLC.

AFFIDAVIT OR AFFIRMATION (also see—DOMESTIC RELATIONS—ENFORCEMENT OF JUDGMENT—JUDGMENT—SUMMARY PROCEEDINGS)

T 159 Affidavit net worth, matrimonial action DRL §250

Affidavit of Net Worth (DRL §236) Software

Single entry of data avoids redundant typing, saves data for future update and printing, calculates totals and updates them when you make changes, produces an intake form for client, paste caption from word processor files.

CD program for limited use, Cat. No. 4600,
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Online at www.blumberg.com, for one case, \$14.95

T 312 Affirmation of good faith for preliminary conference, 22 NYCRR 202.12

93 Affidavit, Power of attorney in full force, *Web Only*

T 179 Affidavit, Residence of child, DRL 75-j

T 175 Affidavit, Subscribing witness to will, at testator's request, SCPA 1406

P 117 Blank, any purpose

Affidavit of Service (and affirmation where appropriate)

B 250 Affidavit, Add. mailing of summons, CPLR 3215: default judg., bl ct.

T 321 Affidavit, Mail service of papers and attorney's affirmation, blank ct., *Web Only*

B 151 Affidavit, Summons or subpoena, personal or alt. service, ind. or corp., military service statement

147 Affidavit, Universal form, summons, subpoena, notice of petition, citation, etc. 2 part carbonless sets, in stock or customized with imprint

Non-military Service Affidavits

T 196 Summary proceedings, warrant to dispossess, blank ct.

ANNULMENT (see—DOMESTIC RELATIONS)

ANSWER (also see—NOTICE OF APPEARANCE)

T 600 Answer, blank ct.

APPEAL (see—NOTICE)

APPEARANCE (see—NOTICE OF APPEARANCE)

APPELLATE DIVISION (also see—CALENDAR PRACTICE—RETAINER)

T 471 Notice of appeal

T 380 Pre-argument statement, civil appeal, 1st Dept.

A 477 RADI form A, Civil, App. Div, 2nd Dept.

T 482 RADI form C, Civil, App. Div. 2nd Dept.

APPLICATION (also see—LANDLORD & TENANT)

T 601 Application for index number, CPLR 8018(a)2

ASSIGNMENT (also see—COOPERATIVE APARTMENT—CORPORATION—LANDLORD & TENANT—MORTGAGE: REAL ESTATE—Nationwide Forms)

ASSUMED NAME CERTIFICATE (see—CERTIFICATE)

ASSUMPTION (see—COOPERATIVE APARTMENT—MORTGAGE)

ATTORNEY (also see—POWER OF ATTORNEY)

X 317 Consent. change (substitution) of attorney, blank ct.

AUTHORIZATION (see—CALENDAR PRACTICE)

AUTOMOBILE (see—ACCIDENT)

BILL OF COSTS (see—JUDGMENT)

BILL OF PARTICULARS (see—NOTICE OF APPEARANCE)

BINDER: REAL ESTATE (see—CONTRACT)

BUSINESS (see—CERTIFICATE—CORPORATION—Nationwide Forms)

BY-LAWS (see—CORPORATION)

CALENDAR PRACTICE (also see—AFFIDAVIT or AFFIRMATION)

Business Records

B 32 Certification of business records, CPLR §3122-a(a)

B 31 Notice of intent to offer business records authenticated by certification, CPLR §3122-a(c), *Web Only*

B 33 Notice that items produced pursuant to subpoena are available for inspection and copying, CPLR §3120(3)

B 34 Subpoena duces tecum, medical records, witness' stipulation, CPLR §2305(b), *Web Only*

Demand and Request

B 399 Request for judicial intervention, 22 NYCRR 202.6

B 344 Demand for jury

T 305 Request for preliminary conference, 202.12(a)

Health and Hospital Records (also see—ACCIDENT)

T 555 Authorization for release of health information pursuant to HIPPA, OCA 960

C 542 Request for hospital record & medical report, for use by attorney to examine client's record

T 543 Request for patient information, PHL§18

T 3129 Authorization to release medical and hospital records

Notice of Motion

384 Universal notice of motion, *Web Only*

Note of Issue

B 537 Note of issue, certificate of readiness, all departments

Notice of Trial and Certificate of Readiness

B 168 Notice of trend or request with statements, Civil Ct., one side typing, 22 NYCRR 208.17

B1468 District Ct., one side typing, 22 NYCRR 212.17, *Web Only*

Preliminary Conference

T 312 Affirmation of good faith for preliminary conference, 22 NYCRR 202.12

T 305 Request for preliminary conference, 22 NYCRR 202.12(a)

CANCELLATION (see—CERTIFICATE—LIS PENDENS)

CERTIFICATE (also see—CALENDAR PRACTICE)

Business Certificate (Trade Name, DBA's, Assumed Name)

T 639 Amendment of assumed name, corporation

T 224 Amended business certificate. ind. or partners

T 341 Cancellation of business certificate, individual

T 176 Cancellation of partnership certificate

T 339 Certificate of use of assumed name by corporation

X 74 Conducting business as partners (corp. may be a partner)

X 201 Conducting business under trade name, individual

T 638 Discontinuance of assumed name, certificate of

CITY COURT- "BLANK" CITY (see—JUDGMENT—SUMMONS & COMPLAINT—SUMMARY PROCEEDINGS)

CIVIL COURT (also see—ENFORCEMENT OF JUDGMENT—SUMMARY PROCEEDINGS—SUMMONS)

B 300 Notice of appear., answer, demand for bill of particulars

B 168 Notice of trial or inquest, certificate of readiness 22 NYCRR 208.17

B 314 Stipulation discontinuing action

X 249 Subp. duces tecum, witness' stip. remain subject to call

- T 140 Affidavit, show cause order, vacate eviction judgment
- B 319 Judgment on default
- T 306 Judgment on default, verified compl., non-military service
- B 323 Judgment on inquest or after trial

CLAIM (see—ACCIDENT—NOTICE—PROOF)

CLOSING STATEMENT (see—RETAINER)

COMPLAINT (see—DEMAND—FORECLOSURE—SUMMONS & COMPLAINT)

CONDOMINIUM

- M124 Contract of sale, residential condominium unit
- M146 Contract of sale, Ass'n of the Bar of the City of N.Y.
- A 101 Lease of a condominium unit
- M102 Lease of a condominium unit, comprehensive, 11 pps., 12/pkg.
- T 366 Notice of lien for common charges, Condominium Act, RPL §339-z, 339-aa

CONFERENCE (see—CALENDAR PRACTICE)

CONFESSION OF JUDGMENT (see—JUDGMENT)

CONSENT (see—ATTORNEY—CORPORATION—STIPULATION)

CONSTRUCTION (see—CONTRACT)

CONTRACT (also see—CONDOMINIUM—COOPERATIVE APARTMENT—Nationwide Forms)

- M664 Building loan contract
- T 136 Home improvement contract cover sheet, GBL §§770-796
 - 125 Real estate, residential, jt. bar association form, 6 pps.
- B 122 Purchase offer real estate (binder), plain English
- M124 Real estate, sale of residential condominium
- M146 Real estate, condominium, Assn. of the Bar of the City of N.Y.
 - 154 Real estate, sale of office, commercial and multi-family residential purposes, Assn. of the Bar of the City of N.Y.
- M1128 Real estate, sale of land
- PI122 Real estate, sale of land, shortest form
 - 337 Real estate, sale of, short form, double sheet, *Web Only*
- A 311 Real estate, subordination of mortgage, NYBTU 8030

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 at www.blumberg.com/hud1
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CO-OPERATIVE APARTMENTS

- T 395 Acceptance of, assign., assumption of proprietary lease
- T 396 Assignment of proprietary lease, *Web Only*
 - 397 Consent and assignment of proprietary lease, *Web Only*
 - 123 Contract of sale, financing condition, NYSBA form
- T 394 Recognition agreement, joint bar committee form
 - 86 Sublease of a cooperative apartment, 13 pp, *Web Only*

CORPORATION

New York Incorporation Online, \$247.00

with custom minutes and by-laws containing the information from the online incorporation questionnaire. Includes disbursements to State of NY (\$135) and Spartan corporate kit. For expedited service add \$25.00 disbursement.

w w w . b l u m b e r g . c o m

Business Corporation Law (BCL)

- 639 Amendment of assumed name, certificate, corporation
- T 339 Assumed name, certificate of use by corporation, *Web Only*
- T 473 Consent to sale or lease, stockholders, NYBTU 805B

- T 638 Discontinuance of assumed name, certificate of
- T 333 Dissolution certificate, BCL Sec. 1003, *Web Only*
- A234 Incorporation certificate, business, BCL Sec. 402
- A 191 Incorporation certificate, not-for-profit corp, *Web Only*
- T 637 Tax card, Sec. 275-a N.Y. tax code

Printed Minutes & By-Laws

BCL Minutes & By-Laws and LLC Operating Agreements online, \$15.95
 at www.blumberg.com/entity-documents

- 5150 New York Business Corporation (BCL)
- 5152 New York Professional Corporation (Art. 15)

Not-for-Profit Corporations online at
 at www.blumberg.com/nynonprofit

- 5153 New York Not-For-Profit Corporation (N-PCL)

COSTS (see—JUDGMENT)

COUNSEL FEES (see—RETAINER)

COUNTY COURT USE "BLANK COURT" FORMS

COURT OF APPEALS (see—NOTICE)

DEEDS All forms Individual or Corporation and include lien clause

- 298 Administrator's
- A 291 Bargain & sale, covenant, NYBTU 8007, long form
- T 691 Bargain & sale, covenant, NYBTU 8002, short form
- A 289 Bargain & sale, no covenant, NYBTU 8006, long form
- T 689 Bargain & sale, no covenant, NYBTU 8001, short form
- A 296 Executor's NYBTU 8010, long form
- T 278 Executor's NYBTU 8005-A, short form
- A 293 Quitclaim, NYBTU 8009, long form
- T 693 Quitclaim, NYBTU 8004, short form
- M294 Quitclaim, long form D
- P 694 Quitclaim, short form D
- P1693 Quitclaim, 1 side recording D
- M297 Referee's, in foreclosure F
- P1697 Referee's, in foreclosure D 1 side recording
- A 285 Warranty, full covenants, NYBTU 8008, long form
- T 685 Warranty, full covenants, NYBTU 8003, short form
- P 688 Warranty, full covenants, short form A
 - 1688 Warranty, full covenants, 1 side recording A, *Web Only*
 - 290 Warranty, basic covenants, long form A, *Web Only*
- P 678 Warranty, basic covenants, short form A
- P1678 Warranty, basic covenants, 1 side recording A

DEFAULT (see—JUDGMENT—SUMMARY PROCEEDINGS)

DEMAND (also see—JURY—NOTE—NOTICE OF APPEARANCE)

- T 132 Demand for service of complaint, CPLR 3012 (b)

DEPOSITION (see DISCLOSURE—NOTICE)

DISCHARGE (see—MORTGAGE: REAL ESTATE—RELEASE)

DISCLOSURE (also see—REAL ESTATE)

- 436 Notice to take deposition on oral exam, negligence, Blank Ct., *Web Only*
- 438 Notice to take deposition on oral exam, general use, Blank Ct.

DISCONTINUANCE (see—CERTIFICATE—STIPULATION)

DISPOSSESS (see—SUMMARY PROCEEDINGS)

DISSOLUTION (see—CORPORATION—PARTNERSHIP)

DISTRICT COURTS (also see—CALENDAR PRACTICE—ENFORCEMENT OF JUDGMENT—
SUMMONS & COMPLAINT—SUMMARY PROCEEDINGS)

DOMESTIC RELATIONS

Affidavit of Net Worth (DRL §236) Software

Single entry of data avoids redundant typing, saves data for future update and printing, calculates totals and updates them when you make changes, produces an intake form for client, paste caption from word processor files.

CD program for limited use, Cat. No. 4600,
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- 159 Affidavit of net worth, matrimonial action, DRL 236
- T 179 Affidavit of residence of child, DRL 75j
- T 60 Affidavit of service matrimonial action
- T 190 Memorandum of separation agree. file with county Clerk
- T 141 Post card, matrimonial action
- A 455 Retainer agreement, Matrimonial Rules, based on clauses approved by the NY Chapter of the American Academy of Matrimonial Lawyers and the Family Law Sections NYSBA Bar Association
- 454 Statement of client's rights and responsibilities, 2 pt. sets
- A 496 Statement for proposed distribution, 22 NYCRR 202.16
- T 163 Summons, annulment
- T 158 Summons, divorce action, blank relief, UD-1, *Web Only*
- T 166 Summons, separation action
- T 498 Verified statement of barriers to remarriage, affidavit of service, DRL Sec. 253

DRAFT (see—NOTE)

ENFORCEMENT OF JUDGMENT (Article 52 CPLR)

Income Executions

- T 439 Blank Court
- T 139 Support enforcement, blank court CPLR 5241
- 764-3/2 Continuous forms income execution, blank ct.

Property Executions

- T 120 Blank ct., notice to garnishee
- 460 Blank ct., without notice to garnishee, *Web Only*
- B 320 Civil Ct., notice to garnishee

Supplementary Proceedings (a) Information Subpoenas; use with Questionnaires under (b) below

- T 410 Civil Ct., with restraining notice, and notice to garnishee or witness
- 412 Civil Ct. with restraining notice and notice to garnishee or witness, *Web Only*
- X417 Blank Ct., to judgment debtor or to witness

(b) Questionnaire, also see above (a) Information Subpoena

- 351 Questions for individual debtor, blank ct., *Web Only*
- W251 Questions for corporate debtor, blank ct.
- T 354 Questions for 3rd party, blank ct.
- T 427 Questions financial institution, use with information subpoena, No. T 410, X 407 or X 417
- W451 Questions for individual debtor, blank ct., use with information subpoena, No. T 410, T 407 or X 417

(c) Subpoenas to judgment debtor, or witness third Party:

- use separate notice if subpoena does not contain restraining notice
- X411 Judgment debtor, blank ct.

- 429 Subpoena duces tecum, judgment debtor, restraining notice, blank ct., *Web Only*
- 418 Witness, duces tecum, restraining notice: blank ct., *Web Only*

(d) Restraining Notices (may be used with subpoenas)

- T 422 Exemption claim form, CPLR 5222-a(b), serve two with restraining notice & exemption claim form

- 421 Exemption notice & exemption claim form, CPLR 5222-a(b), serve two with restraining notices, *Web Only*

- 415 To judgment debtor, CPLR 5222, blank ct., *Web Only*

- T 416 To garnishee, CPLR 5222, blank ct.

(e) Notice to judgment debtor

- T 426 Notice to judgment debtor, a natural person, CPLR 5222 (d) & (e) blank ct.

ENGAGEMENT (see—RETAINER)

EVICITION (see—SUMMARY PROCEEDINGS)

EXAMINATION (see—CALENDAR PRACTICE—DISCLOSURE—ENFORCEMENT OF JUDGMENT—NOTICE)

EXCHANGE OF MEDICAL INFORMATION (see—CALENDAR PRACTICE)

EXECUTION (see—ENFORCEMENT OF JUDGMENT)

EXTENSION (see—LANDLORD & TENANT—STIPULATION)

GARNISHEE (see—ENFORCEMENT OF JUDGMENT)

HEALTH CARE (also see—POWERS OF ATTORNEY, AGENTS, HEALTH CARE)

- P 70 Health care proxy, PHL 2980

- M 95 Same, with living will directives

HOLDOVER (see—SUMMARY PROCEEDINGS)

HOME IMPROVEMENT (see—CONTRACT)

HOSPITAL RECORDS (see—CALENDAR PRACTICE)

INCOME (see—ENFORCEMENT OF JUDGMENT)

INDEX NUMBER (see—APPLICATION)

INFORMATION (see—ENFORCEMENT OF JUDGMENT)

JUDGMENT (also see—ENFORCEMENT OF JUDGMENT)

Continuous Forms

- 762-3 Judgment, blank ct., 3 pt.

Default Judgment

- B 250 Affidavit of additional mailing of summons. CPLR 3215(f)(3), blank ct.

- X 157 Blank Court, judgment on failure to appear or plead

- B 319 Civil Court, judgment on default

- T 306 Civil Court, judgment on default, verified complaint, military service affid.

- T 1419 District Court, blank county

- 213 Stipulation and consent, vacate default judgment, CPLR §5015, *Web Only*

After Trial or Inquest—Judgment

- X 156 Blank Court, bill of costs (with CPLR sections)

- B 323 Civil Court, judgment on inquest or after trial

Motion For Summary Judgment

- A 170 On instrument or judgment, notice of motion, affidavit, order, summons in lieu of complaint, blank ct.

- R 467 Summary judgment, affidavit, notice of motion, blank ct.

Miscellaneous

- X 245 Confession of judgment, ind., corp.: blank court

- B 242 Satisfaction of judgment, whole or partial, blank ct.

- T 1165 Uniform transcript of judgment: blank court

JURY DEMAND

B 344 Blank Court

JUSTICE COURT (see—SUMMONS—SUMMARY PROCEEDINGS & other special headings)

LANDLORD & TENANT (also see—SUMMARY PROCEEDINGS—Nationwide Forms)

DHCR Forms for Stabilized and Controlled Apartments

326 Rent stabilization rider, use with M56, T327 and A53, pkg. of 25 RSA Rider online as part of a collection of lease riders Cat. No. 61

326BX Same, box of 250, quantity pricing

330 Renewal lease (RTP-8), pkg. of 25, 3pt. carbonless sets

330BX Same, box of 250, quantity pricing

330CTY RTP-8 for Westchester, Nassau & Rockland, *Web Only*

Forms prepared by Adam Leitman Bailey and Dov Treiman

M 56 Lease of a regulated apartment, modern and comprehensive, 13pps.

M 57 Lease of an unregulated apartment, modern and comprehensive, 13pps.

86 Lease of a cooperative apartment, *Web Only*

65 Apartment house laundry service license, *Web Only*

66 Apartment house laundry service lease, *Web Only*

58 Apartment house rules, comprehensive, *Web Only*

3210 Office license agreement, *Web Only*

Residential leases revised with simplified language

A 55 Apartment, rules, guaranty, acknowledgments, 4pps.

T 186 Apartments in 2-5 family dwelling, single sheet

A 261 Apartment in 2-5 family dwelling, furnished or unfurnished, brokerage cl., guaranty, acknowledgments, extra space

T 327 Apartment, stabilized, substantial coverage, single sheet

A 53 Apartment, stabilized, substantial coverage, furnished or unfurnished, guaranty acknowledgments, extra space

T 48 Apartment, moderate coverage, single sheet

A 303 Apartment, furnished, double sheet larger type, brokerage cl.

T 202 Apartment, from month to month

A 101 Apartment unit in condominium, 4pps.

M102 Apartment unit in condominium, comprehensive, 10 pps.

A 495 House, furnished or unfurnished, moderate coverage

A 54 House, furnished or unfurnished, most complete. brokerage cl.

3120NY House, with option to buy, plain English, furnished or unfurnished. Use with a contract of sale (NY contract form 337 included), *Web Only*

T 313 Seasonal, house or apartment, vacation residence etc. single page guarantee, acknowledgments

Commercial leases

103 Comprehensive office lease, limited “good guy” guaranty, prepared by Arnold Mandell, Esq., 26 pp., *Web Only*

197 Extension of commercial lease, *Web Only*

3210 Office license agreement, *Web Only*

A 256 Office, loft, marginal headings, coverage, double sheet

A 35 Store, loft, office, margin captions, full cls., dbl. sheet

A 185 Store, Gilsey form security clause, double sheet

A 226 Store, security clause, substantial coverage, dbl. sheet

Miscellaneous forms related to Leases

67 Application for residential apt. §20-808, NYC Admin. Code, *Web Only*

223 Application to sublease apartment, RPL §226-b

483 Assignment of rent, *Web Only*

286 Collateral assignment of leases & rents, *Web Only*

36 Limited “good guy” guaranty, prepared by Arnold Mandell, Esq., *Web Only*

B 119 Notice to tenant, 3 days, non-payment of rent, English/Spanish: public assistance statement

B 307 Notice to tenant, 30 days to terminate monthly tenancy or month-to-month

329 Sprinkler statement residential lease rider, *Web Only*

T 308 Ten day notice to quit where no landlord and tenant relationship exists

LEASES (see—LANDLORD & TENANT)

LIEN (also see—LIS PENDENS)

A 167 Mechanic’s notice of: ind., part., corp. (N.Y.C. form)

A 365 Mechanic’s notice of: ind., part., corp. (outside N.Y.C.)

T 271 Mechanic’s lien, order on payments

T 231 Mechanic’s lien, satisfaction of, ind., corp.

T 386 Mechanic’s lien on public improvements

T 362 Mechanic’s lien, waiver of

T 366 Notice of lien for common charges, Condominium Act, RPL §339-z, 339-aa

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Suitable for member and manager governed LLC’s.

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- (3) Consent of Managers
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- (5) Advanced Operating Agreement & Regulations and
- (6) Notice of Publication.

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LIS PENDENS

368 Stip. canceling lis pendens, attorney’s affidavit, CPLR 6514 (d), Affirmation of atty. cancel lis pendens CPLR 6514 (e), *Web Only*

LIVING WILL (see—WILL)

LOAN (see—CONTRACT—MORTGAGE)

MALPRACTICE

T 461 Notice of medical malpractice action, 22 NYCRR 202.56(b)

MATRIMONIAL ACTION (see—DOMESTIC RELATIONS)

MECHANIC (see—LIEN)

MEDICAL (see—CALENDAR PRACTICE—MALPRACTICE—RETAINER)

MILITARY SERVICE (see—AFFIDAVIT)

MORTGAGE, REAL ESTATE (also see—FORECLOSURE—Nationwide Forms)

A 283 Mortgage long form, NYBTU 8014

Real Estate Bond/Note

T 27 Mortgage note, NYBTU 8011

Simplified Language Mortgages and Notes

- M687 Collateral security mortgage
- P 666 Combined note and mortgage, short form
- P 670 Mortgage, short form, *Web Only*
- M671 Mortgage, long form
- P 675 Mortgage note

Miscellaneous forms Related to Real Estate Mortgages

- P 679 Assign. of mortgage, covenant, NYBTU 8022, 8024
- P 586 Assumption of mortgage clause in assignment of lease
- W295 Release of part of the mortgaged premises: NYBTU 8034
- T1624 Satisfaction of mortgage, 1 side recording
- T 275 Satisfaction of mortgage, NYBTU 8035

MOTION (also see—JUDGMENT—NOTICE)

- 37 Motion decision alert letter, NYCRR §202.8(h), *Web Only*

MOTOR VEHICLE

- T1600 Notice of intent to make claim, MVAIC

NAME CHANGE

- 39 Petition & order, change name, counties outside NYC, *Web Only*

NEGLIGENCE (see—ACCIDENT)

NOTE (also see—MORTGAGE—Nationwide Forms)

- B1000N Serial note, accel., 4 notes on each sheet, perforated, endorser waives presentment, demand, notice of protest & of dishonor on back: individual, 100 on pad

NOTE OF ISSUE (see—CALENDAR PRACTICE)

NOTICE (also see—ACCIDENT—APPELLATE DIVISION—CALENDAR PRACTICE—CIVIL COURT—CONDOMINIUM—DEMAND—DISCLOSURE—LANDLORD & TENANT—LIEN—MOTOR VEHICLE—NOTICE OF APPEARANCE)

- T 471 Appeal, notice of
- T1183 Claim, notice of intent to sue any public auth. GML 50
- X 13 Claim & notice of intent to sue N.Y.C.
- T 29 Claim & notice of intent to sue blank Transit Authority
- T1600 Claim, notice of intent, motor veh., MVAIC
 - 438 Examination before trial, blank action: blank ct., *Web Only*
- B 436 Examination before trial, negligence action: blank ct.
- T 461 Medical malpractice action, 22 NYCRR 202.56(b)
 - 435 New hire, ack. of wage rate, LL §195(1), *Web Only*
 - 64 Notice of intention to introduce into evidence a bill for automobile repairs, verification, CPLR 4533a., *Web Only*
 - 257 Notice of intention to introduce Xrays at trial, affirmation of physician, CPLR 4532a., *Web Only*
 - 258 Notice of intention to introduce into evidence a bill for service or repairs, verification or affirmation, CPLR 4533a., *Web Only*
- T 308 Ten day notice to quit where no landlord and tenant relationship exists
 - 384 Uniform notice of motion, *Web Only*

NOTICE OF APPEARANCE

- C 131 Blank court, appearance & demand
- B 300 Civil Ct., appear, answer, demand bill of particulars

NOTICE OF TRIAL OR INQUEST (see—CALENDAR PRACTICE)

ORDER (see—ENFORCEMENT OF JUDGMENT—LIEN—SUMMARY PROCEEDINGS)

ORDER TO SHOW CAUSE (see—ENFORCEMENT OF JUDGMENT)

PAYMENTS ORDER (see—ORDER)

PETITION (see—HABEAS CORPUS—SUMMARY PROCEEDINGS)

PHYSICAL EXAMINATION (see—CALENDAR PRACTICE)

PHYSICIANS (see—CALENDAR PRACTICE—NOTICE)

POWER OF ATTORNEY (also see—AGENTS & HEALTH CARE—CORPORATION—Nationwide Forms)

- M 40 Non-statutory, commercial (business, finance & real estate), prepared by Donovan & Giannuzzi, LLP, 4 pp.
 - 93 Affidavit that POA is in full force and effect, *Web Only*
- M 43 Statutory, non durable, affidavit of attorney, 6 pp.
- M 44 Statutory, durable, without affidavit of attorney, 4 pp.
- M 49 Statutory, effective at a future time (springing), durable, affidavit of attorney, 6 pp.
- M 51 Statutory, durable, affidavit of attorney, 6 pp.
- P 45 Statutory form, major gifts rider, 8½" x 11"
 - 462 Revocation of power of attorney
- P 70 Health care proxy 2 pps.
- M 95 Health care proxy with living will directives, 2pps
- P 42 Appointment of agent to control disposition of remains, GBL §453, 2 pps

PREFERENCE (see—CALENDAR PRACTICE)

PRELIMINARY CONFERENCE (see—CALENDAR PRACTICE)

PRE-TRIAL (see—CALENDAR PRACTICE)

PRODUCE (see—DISCLOSURE)

PROMISSORY NOTE (see—NOTE)

PROPERTY EXECUTION (see—ENFORCEMENT OF JUDGMENTS)

PROOF (see—Nationwide Forms)

PROPRIETARY LEASE (see—COOPERATIVE APARTMENT)

PUBLIC IMPROVEMENT (see—LIEN)

PURCHASE AND SALES BOOK (see—SECOND HAND ARTICLES)

QUESTION & ANSWERS (see—ENFORCEMENT OF JUDGMENTS)

QUITCLAIM (see—DEED)

REAL ESTATE (also see—CONTRACT—DEED—LANDLORD & TENANT—MORTGAGE, REAL ESTATE—Nationwide Forms)

- 130 Property condition disclosure statement, space for answers, 4 pps. letter size, CRPL §462
- 130BX Same as above, boxed 250

REFEREE (see—DEED)

RELEASE (also see—LIEN—MORTGAGE, REAL ESTATE)

- T 472 To executor or administrator, with receipt, ind., corp.
- B 110 General, individual
- B 111 General, corporation
- T 112 General release, joint tortfeasor's clause, ind., corp.
- T 215 Lease, surrender of, ind., corp.

RENEWAL (see—LANDLORD & TENANT)

REPOSSESSES (see—SUMMARY PROCEEDINGS)

REQUEST (see—CALENDAR PRACTICE)

RESIDENCE AFFIDAVIT (see—AFFIDAVIT—Nationwide Forms)

RESTRAINING (see—ENFORCEMENT OF JUDGMENTS)

RETAINER, ENGAGEMENT

- P 490 Attorney's written letter of engagement, 22 NYCRR 1215
- B 547 Receipt post card for OCA statements of retainer and closing
 - 548 Retainer, sliding scale, App. Div., 1st & 2nd Dept., *Web Only*
- T 540 Retainer, straight 33½%, App. Div., 1st & 2nd Dept. Statement as to Retainer

- B 541 Statement as to retainers, App. Div., 1st & 2nd Dept., blank fee, also condemnation
- 549 Statement as to retainers, App. Div., 1st & 2nd Dept., sliding scale, *Web Only*
- B 538 Closing state., contingent fee, App. Div. 1st & 2nd Dept.

SALE (see—CONTRACT—Nationwide Forms)

SATISFACTION (see—JUDGMENT—LIEN—MORTGAGE, REAL ESTATE—RELEASE)

SECOND HAND ARTICLES

- 628 Purchase & sale record of second hand articles, 3-pt., bound book of 50 sets
- 629 Same, 2-pt.
- 630 Dealers record of purchases: precious metals

SEPARATION (see—DOMESTIC RELATIONS)

SERVICE (see—AFFIDAVIT)

SERIAL NOTE (see—NOTE)

SEVERANCE AGREEMENT

- 98 Severance agreement & general release, *Web Only*

STATEMENT (see—APPELLATE DIVISION—DOMESTIC RELATIONS—RETAINER—SUMMONS—Nationwide Forms)

STIPULATION

- 260 Adjourning trial, Blank Court, *Web Only*
- 213 And consent to vacate judgment, Blank Court, *Web Only*
- X317 Change (substitution) of attorney, consent, blank ct.
- B 314 Discontinuing action, Civil Court
- B 493 Discontinuing action, blank court
- 200 Extending time to answer, Blank Court, *Web Only*
- 259 Extending time to serve complaint, Blank Court, *Web Only*

STOCK POWERS (see—Nationwide Forms)

SUBPOENA (also see—ENFORCEMENT OF JUDGMENTS)

- C 73 Blank Ct., witness stipulation to remain subject to call
- B 69 Blank Ct., duces tecum, witness' stip. remain subj. to call
- B 72 Blank Court, duces tecum, , witness' stip. remain subj. to call, CPLR 2305(b)
- 34 Same, for medical records, patient authorization, CPLR §3122(a), *Web Only*

SUBSCRIBING WITNESS (see—WILL)

SUBSTITUTION OF ATTORNEY (see—STIPULATION)

SUMMARY JUDGMENT (see—JUDGMENT)

SUMMARY PROCEEDINGS (RPAPL)

(a) Civil Court, Non-payment—also see (e) below

- T 138 Affidavit of rent due and owing, Civil Ct.
- T 140 Affidavit & order to vacate judgment of eviction
- T206d Original petition non-payment dwelling
- T207d Original notice of petition, non-payment dwelling
- T206dc Copy, notice & petition, non-payment dwelling
- T206b Original petition, non-payment business
- T207b Original notice of petition, non-payment business
- T 205 Request for final order

(b) Civil Court, Holdover, also see (e) below

- T 140 Affidavit & order to vacate judgment of eviction
- T 138 Affidavit of rent due and owing, Civil Ct.
- X210 Original petition, holdover-dwelling or business
- X210c Copy notice and petition, holdover-dwell. or business
- X211 Original notice of petition, holdover-dwell. or business
- T 205 Request for final order

(c) Blank Court, Non-payment, also see (e) below

- X444 Original petition non-payment dwelling or business

- X445 Original notice of petition, non-payment dwell. or bus.
- X446 Copy, notice & petition, non-payment dwelling or bus.
- T 447 Warrant, non-payment, dwelling or business
- T 519 Judgment, evict. & rent, default, non-pay. dwell. or bus.
- T 523 Judgment, eviction & rent, trial or inquest, non-payment, dwelling or business

(d) Blank Court, Holdover, also see (e) below

- T 448 Original petition holdover, dwelling or business
- T 449 Original notice of petition, holdover, dwelling or business
- 453 Warrant, holdover, dwelling or business, *Web Only*
- T 530 Judgment of eviction, default, after trial or inquest, holdover, dwelling or business

(e) Eviction Proceedings Based on Any Grounds, Blank Court

- T 510 Original petition, any grounds
- T510c Copy petition, copy notice of petition, any grounds
- T 511 Original notice of petition, any grounds

(f) "Blank" County, District Court, also see (e) above

- T1406 Original petition, non-payment, dwelling or business
- T1407 Original notice of petition, non-payment, dwell., or business
- T1408 Warrant, non-payment, dwelling or business
- T1412 Judgment, evict. & rent, default, non-pay., dwell. or bus.
- T1410 Original petition, holdover, dwelling or business
- T1411 Original notice of petition, holdover, dwell. or business
- T1409 Warrant, holdover, dwelling or business, *Web Only*
- 1414 Judgment of eviction, default, after trial or inquest, holdover, dwelling or business, *Web Only*

(g) Notices

- T 212 Eviction notice postcard, holdover, Civil Ct.
- T 216 Eviction notice postcard, non payment Civil Ct.
- 204 Landlord's notice to enter premises, *Web Only*
- B 119 Notice to tenant, 3 days
- T 307 30-days, terminating monthly or month-to-month tenancy

Military Service Affidavits

- T 196 To obtain warrant to dispossess, blank ct.

SUMMONS: SUMMONS AND COMPLAINT (also see—AFFIDAVIT—NOTICE)

All summons are 12 pt. type.

- 266S Statement of service and acknowledgment of receipt, 3 pt. carbonless, black print, white sets, 25 sets to envelope

Blank Court

- B 106 Blank Ct. summons, with notice
- B 104 Blank Ct. summons, without notice, *Web Only*
- 761-5 Continuous form, verified compl., blank ct. 5 pt.

City Court

- T1368 Endorsed compl. 22 NYCRR 210.6 (b)

Civil Court

- 264 Served with a formal complaint, *Web Only*
- B 268 Endorsed or annexed formal compl., 22 NYCRR 208.6(b)
- T 342 Consumer credit transaction summons with blank formal compl., verif.. 22 NYCRR 203.6(b), use with B 269
- 760-5 Continuous form, Civil Ct., English/ Spanish, verified complaint, 5 pt.

District Court

- 1466 Endorsed complaint, *Web Only*
- 1464 Serve with formal complaint, *Web Only*

Justice Court

- T1161 Endorsed compl., 22 NYCRR 214.3(b)

Supreme Court

- T 163 Supreme Ct., summons with notice, annulment
- T 158 Supreme Ct., summons with notice, divorce action, *Web Only*

- T 166 Supreme Ct., summons with notice, separation action
 B 198 Supreme Ct., summons with notice
 B 199 Supreme Ct., summons without notice

SUPPLEMENTARY PROCEEDINGS (see—ENFORCEMENT OF JUDGMENT)

SUPPORT (see—ENFORCEMENT OF JUDGMENT—Nationwide Forms)

SURROGATE (see—AFFIDAVIT—RELEASE—WILL)

TAX (also see—SALES TAX)

- T 637 Tax certificate, Tax Law §275-a

TOWN, CLAIM AGAINST (see—NOTICE)

TRADE NAME (see—CERTIFICATE)

TRANSCRIPT

- T1165 Uniform transcript of judgment, any court

TRANSIT AUTHORITY (see—NOTICE)

TRIAL (see—CALENDAR PRACTICE)

VACATE JUDGMENT (see—SUMMARY PROCEEDING)

VEHICLE (see—ACCIDENT—MOTOR VEHICLE—Nationwide Forms)

VERIFICATION (see—NOTICE—SUMMONS: SUMMONS & COMPLAINT)

WAIVER (see—LIEN)

WARRANT (see—SUMMARY PROCEEDINGS)

WARRANTY DEED (see—DEED)

WILL (also see—HEALTH CARE)

- T 175 Affidavit of subscribing witnesses
 M 95 Health care proxy with living will directives
 3111 Affidavit of witnesses, memorandum of execution of will and instructions, 4 pp., *Web Only*
 P3202 Living Will
 177 Will, married person, affidavit of subscribing witnesses, execution instructions, 8pp., *Web Only*
 178 Will, unmarried person, affidavit of subscribing witnesses, execution instructions, 8pp., *Web Only*
 P 181 Will, 2 pg., affidavit of subscribing witnesses, 8½" x 14"
 M184 Same as P181, 4 pg., large blank space
 M1683 Same as P1682, 4 pg., large blank space, 8½" x 11"

WITNESS (see—ENFORCEMENT OF JUDGMENT: SUBPOENA—WILL)

New Jersey

All consumer contracts for New Jersey comply with the New Jersey Plain Language Law effective April 15, 1982. The Publisher has received approval from the Attorney General.

APPROVAL OF A CONSUMER CONTRACT (OR ANY WRITING REQUIRED TO COMPLETE A CONSUMER TRANSACTION) PURSUANT TO THE PLAIN LANGUAGE LAW IS NOT AN APPROVAL BY THE ATTORNEY GENERAL OF THE CONTRACT'S SUBSTANCE OR OF ITS LEGALITY OR LEGAL EFFECT.

BILL OF SALE (see—REAL ESTATE PRACTICE—Nationwide Forms)

CERTIFICATE (also see—CORPORATION—Nationwide Forms)

- 928 Business name certificate, *Web Only*

CORPORATION (see—Nationwide Forms)

ORGANIZE A NJ CORPORATION ONLINE, \$298.50

with custom minutes and by-laws containing the information from the online incorporation questionnaire. Includes disbursements to State of NJ (\$143), expedited service and Spartan corporate kit.

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LIEN

- 973 Mechanic's lien claim, *Web Only*

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LIMITED LIABILITY COMPANY FORMS

Prepared by Victor S. Elgort of Norris, McLaughlin & Marcus
 Revised Model LLC Materials Include 5 Operating Agreements with Comparison Chart:

- Single Member LLC
- Long Form Agreement
- Basic LLC
- Family Holding Agreement
- Standard LLC

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POWER OF ATTORNEY (also see—Nationwide Forms)

- 931 General durable power of attorney, *Web Only*
 930 Statutory form, banking cl., disability options, NJS 46:2B-8, *Web Only*

REAL ESTATE PRACTICE

- 922 Contract of sale, comprehensive form
 M916 Contract of sale, standard
 M913 Contract of sale, realty broker's attorney review section
 W123 Cooperative apt., sales contract, financing condition
 M912 Deed, quitclaim ind. or corp.
 M918 Deed, bargain and sale without cov. ind. or corp.
 919 Deed, bargain and rate, covenant, ind. or corp., *Web Only*
 A 901 Deed, warranty, full covenants, ind., corp.
 M915 Lease, apartment, comprehensive form
 P 890 Lease, apartment, short form
 A 880 Lease, business, loft or office, marginal headings, double page
 P 889 Lease, house furnished or unfurnished
 879 Lease, business, *Web Only*
 M974 Mortgage, subordinate, ind. or corp.

RELEASE (also see—REAL ESTATE PRACTICE—Nationwide Forms)

- P 908 General release, plain English

SEVERANCE AGREEMENT

- 801 Severance agreement and general release, *Web Only*

WILL

- 177 Will, married person, affidavit of subscribing witnesses, execution instructions, 8 pp., *Web Only*
 178 Will, unmarried person, affidavit of subscribing witnesses, execution instructions, 8 pp., *Web Only*
 M911 Will, affidavit of executor and witness, self proving affidavit
 P3202 Living will
 3111 Affidavit of witnesses, memorandum of execution of will and instructions, 4 pp., *Web Only*
 T 175 Affidavit of sub.scribing witness, SCPA 1406

California—also see Nationwide Forms

- 2101 Statutory general durable power of attorney, *Web Only*

Connecticut—also see Nationwide Forms

CERTIFICATE

T1221 Registration of trade name, *Web Only*

CORPORATION (also see—Nationwide Forms)

Printed Minutes & By-Laws

5171 Connecticut business corporation, minutes and by-laws

DEED

W1294 Quit claim deed, double sheet

LANDLORD & TENANT (also see—Nationwide Forms)

Leases

M1251 Apartment, furnished or unfurnished

A 880 Business premises, marginal headings, 28 clauses

W1249 Business premises, double page

M1252 House, furnished or unfurnished

POWER OF ATTORNEY (also see—Nationwide Forms)

1219 Advanced directives (optional): appointment of health care representative, living will or health care directives, document of anatomical gift and designation of conservator of the person, *Web Only*

M1220 General power of attorney, disability and inducement clause, Statutory Short Form

SEVERANCE AGREEMENT

1201 Severance agreement and general release, *Web Only*

Florida—also see Nationwide Forms

1921 Equal dignity mortgage, *Web Only*

1923 Contract, sale of unimproved real estate, with due diligence period, *Web Only*

1930 General durable power of attorney; acknowledgment and affidavit of agent., *Web Only*

1932 Designation of healthcare surrogate, acknowledgment, affidavit of agent, *Web Only*

1940 Commercial lease, retail store, *Web Only*

1945 Notice to residential tenant for rent due, 3 days, *Web Only*

1945SP Notice to residential tenant for rent due, 3 days, English & Spanish, *Web Only*

1951 Residential house lease, unfurnished, *Web Only*

1952 Residential lease, furnished apartment, schedule of furnishing, *Web Only*

1953 Residential apartment lease, unfurnished, *Web Only*

1954 Lease of condominium unit, *Web Only*

1956 General release by an individual, *Web Only*

1957 General release by a corporation or LLC, *Web Only*

1960 FL severance agreement & general release, *Web Only*

1977 Will, married person, affidavit of subscribing witnesses, execution instructions, 8 pp., *Web Only*

1978 Will, unmarried person, affidavit of subscribing witnesses, execution instructions, 8 pp., *Web Only*

3106 Land trust agreement, *Web Only*

Georgia—also see Nationwide Forms

1875 Apartment lease, 2-3 unit building, furnished (with schedule), or unfurnished, 8pps.

1876 House lease, furnished (with schedule), or unfurnished, 8 pps.

1877 House lease, unfurnished, 4pps.

1886 Statutory financial power of attorney, explanations, GA Code §106142 (2010), 7 pp., *Web Only*

Illinois—also see Nationwide Forms

3170 Statutory short form power of attorney, *Web Only*

3171 Severance agreement and general release, *Web Only*

Massachusetts—also see Nationwide Forms

3160 General durable power of attorney, healthcare proxy & living wishes statement, 6pp.

North Carolina—also see Nationwide Forms

54-305 Residential property and owner's association disclosure statement, 4 pp.

54-401 NC residential lease: apartment, condominium, house and mobile home

55-835 Health care power of attorney, 4 pp.

55-890 North Carolina Living will

Ohio—also see Nationwide Forms

3230 Ohio statutory power of attorney, durable, 4 pp.

Pennsylvania—also see Nationwide Forms

A1890 Apartment lease, comprehensive form for a multiple dwelling, furnished or unfurnished

A1891 Apartment lease, owner occupied multiple dwelling, furnished or unfurnished

A1892 Seasonal, short term lease. Used for vacation homes and seasonal terms

A1893 House lease

A1894 Lease of a condominium unit

1896 Commercial retail lease (e.g., store, strip center, shopping center), comprehensive short form. Revised and improved by Frank N. Tobolsky, Esq., *Web Only*

1898 Severance agreement and general release, *Web Only*

1899 General durable power of attorney

T3112 Inventory of furniture and furnishings (lease rider or checklist)

Texas—also see Nationwide Forms

3132 Severance agreement & general release, *Web Only*

3145 Notice to vacate for breach of covenant, *Web Only*

3146 Notice to vacate for nonpayment, *Web Only*

3150 Statutory durable power of attorney, *Web Only*

3151 Residential lease, unfurnished house, *Web Only*

3152 Residential lease, furnished apartment, schedule of furnishings, *Web Only*

3153 Residential lease, unfurnished apartment, *Web Only*

3157 Will, married person, affidavit of subscribing witnesses, execution instructions, 8 pp., *Web Only*

3158 Will, unmarried person, affidavit of subscribing witnesses, execution instructions, 8 pp., *Web Only*

Nationwide

The generic forms listed below are intended for use in any state. Use them if specific forms under state headings in the catalog are not available. They should be adapted in compliance with local statutes and practice.

AFFIDAVIT (also see—PROOF)

P 117	Blank affidavit
93	Power of attorney is in full force and effect, <i>Web Only</i>
3039	Affidavit of domicile (residence) and debts to obtain distribution from decedent's estate, <i>Web Only</i>

ASSIGNMENT (also see—CORPORATION—LANDLORD & TENANT)

T 225	General purpose, with power of attorney
W483	Rent

AUTHORIZATION

T3129	Authorization to release medical and hospital records
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BANKRUPTCY

1031	Proof of claim, pkg of 48, with instructions, <i>Web Only</i>
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BILL OF SALE

310	Automobiles, airplanes, vehicles, assignments, ind. corp., <i>Web Only</i>
M187	Business, bill of sale, affid. of title, restriction cl.
100	Chattels, personal property, with affidavit. ind. corp., <i>Web Only</i>
T1100	Chattels, personal property, without affid., short form
P1101	Personal property, with affidavit, attractive border

BINDER (see—CONTRACT)

BUILDING OR CONSTRUCTING (see—CONTRACT)

BULK TRANSFER—SALE OF A BUSINESS (UCC)

W 82	Contract for Sale of Business, ind. or corp.
W 81	Bill of Sale of Business—affidavit of title, restriction clause

CONFIDENTIALITY AGREEMENT

3002	Confidentiality agreement, intellectual property, <i>Web Only</i>
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CONSULTING AGREEMENT

3001	Consulting agreement, <i>Web Only</i>
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CONTRACT

155	Blank, for any subject, double sheet, <i>Web Only</i>
W 82	Business, sale of, bulk transfers (UCC) ind., corp.
A 348	Construction, small, owner and contractor
A 188	Construction, similar to A 348 (more comprehensive)
T 152	Contractor's proposal & contract
T 87	Equipment lease
M107	Partnership, Articles of
B 122	Real estate, binder (purchase offer)
3124	Real estate installment land contract, <i>Web Only</i>
T 487	Real estate, option to purchase
3125	Real estate, sale of, office, commercial, multi-family residential premises
3100	Retail instalment contract (security agreement), Truth in Lending, Reg. Z
3123	Affidavit subordination, non-disturbance and attornment agreement, <i>Web Only</i>
3105	Use and occupancy agreement, seller remains, <i>Web Only</i>

CORPORATION

3133	Affidavit of missing certificate, <i>Web Only</i>
<i>Central Record for all Corporate Clients</i>	
T5102	Corporate record tickler
<i>Printed Minutes & By-Laws</i>	
5160	Blank state model business corporation act
5161	Blank state membership corporation
5162	Blank state professional corporation, by-laws only

Securities Assignments, Powers and Authorization Transfer

C229	Stock power, assign, separate from certif., irrevocable
C133	Stock or bond power irrevocable, ASEF form 133

EQUIPMENT LEASE (see—CONTRACT)

GIFT

3205	Deed of gift with acknowledgment, 1 p., <i>Web Only</i>
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LANDLORD & TENANT

P 193	Sub-lease, any purpose, (incl. coop. apt.)
114	Lease, any purpose, double page, large space, <i>Web Only</i>
P 172	Lease, any purpose, short form, single sheet

Residential leases

58	Apartment house rules, comprehensive, <i>Web Only</i>
59	Apartment lease, comprehensive, large building, rules, <i>Web Only</i>
62	Apartment and single family house lease, comprehensive, rules, <i>Web Only</i>
A 55	Apartment, rules, guaranty, acknowledgments, double sheet
T 186	Apartments in 2-5 family dwelling, single sheet
T 48	Apartment, moderate coverage, single sheet
T 202	Apartment, month-to-month
A 303	Apartment, furnished, double sheet
A 101	Condominium unit
A 495	House, furnished or unfurnished, moderate coverage
3120	House lease with option to buy, plain English, furnished or unfurnished, <i>Web Only</i>
T 313	Seasonal, house or apartment, vacation residence, etc., single page
3105	Use and occupancy agreement, seller remains, <i>Web Only</i>

Commercial leases

65	Apartment house laundry service license, <i>Web Only</i>
66	Apartment house laundry service lease, <i>Web Only</i>
3210	Office license agreement, <i>Web Only</i>
A 880	Lease of business premises, marginal headings

Miscellaneous forms related to Leases

71	Application for lease of apartment, references, 8 1/2" x 11" 100 to pad
3119	Rental binder and deposit receipt, <i>Web Only</i>
T 308	Notice to quit, 10 days where no landlord/tenant relationship exists
3141	Lead paint disclosure, lease of residence
3142	Lead paint disclosure, sale of residence
P 586	Assignment of lease with assumption
W281	Assignment of lease
W483	Assignment of rent
3126	Collateral assignment of leases and rents, <i>Web Only</i>
T 195	Extension of lease
T3112	Inventory of furniture and furnishings (lease rider or checklist)
T 215	Surrender of lease
3105	Use and occupancy agreement, seller remains

LEAD PAINT REGULATIONS

A booklet, **Protect Your Family From Lead In Your Home**, and **Disclosure Form** must be distributed to tenants or purchasers by: a) lessor of houses and apartments, b) sellers of houses, condos and co-op apartments. Renovators of pre-1978 houses and common areas in multi-family buildings must distribute booklets.

Lead Paint Booklet 16 pp. 8 1/2" x 5 1/2", 3 color, 50 lb. offset paper.

3140	English	25-\$10.25	100-\$27.00
		250-\$52.50	500-\$81.50

Imprinting—1000 or more, request quote, 800 221-2972, ext. 695.
Disclosure Forms 2-part carbonless 8 1/2" x 11"

3141	Lease of residence	25-\$10.25	50-\$16.35	100-\$18.65
		300-\$49.90	500-\$61.10	



3142	Sale of residence	25–\$10.25	50–\$16.35	100–\$18.65
		300–\$49.90	500–\$61.10	
	Larger quantities—request quote			

LIMITED LIABILITY COMPANY

LIMITED LIABILITY COMPANY FORMS

Prepared by Victor S. Elgort of Norris, McLaughlin & Marcus
 Revised Model LLC Materials Include 5 Operating Agreements with Comparison Chart:

- Single Member LLC
- Long Form Agreement
- Basic LLC
- Family Holding Agreement
- Standard LLC

Cat. No. 5159 Printed on 25% cotton 3 hole punched minute paper, **\$15.75**, with complete LLC Kit, **\$9.50** extra

Operating Agreements online, \$15.95, at www.blumberg.com/entity-documents

NOTE

- D485 Promissory note, non-negotiable, interest
- P 607 Prom. note, witness, large space, 7³/₈" x 11" litho border
- B1000N Serial note, accel., 4 notes on each sheet, perforated, endorser waives presentment, demand, notice of protest & of dishonor on back: individual, 100 on pad

OPTION (see—CONTRACT)

PARTNERSHIP

- M107 Partnership contract

POWER OF ATTORNEYS AGENTS, HEALTH CARE, WILLS (also see—CORPORATION)

- 3130 Enumerated powers, durable or springing, affidavit, *Web Only*
- W 50 Full powers, unrestricted, disability cl., double page
- M113 General purpose, with large space for powers, *Web Only*
- T 462 Revocation of power of attorney
- 3131 Revocation of power of attorney, *Web Only*
- 3177 Will, married person, affidavit of subscribing witnesses, execution instructions, 8 pp., *Web Only*
- 3178 Will, unmarried person, affidavit of subscribing witnesses, execution instructions, 8 pp., *Web Only*

PROOF

- 3211 Affidavit and proof of claim, *Web Only*
- T1031 Proof of claim in bankruptcy 0F10, power of attorney 0F11A

REAL ESTATE (also see—CONTRACT—LANDLORD & TENANT—STATEMENT)

- 3121 Certificate of Non-Foreign Satus, IRC Sec. 1445, Ind., *Web Only*

RELEASE

- B 110 General release, individual
- B 111 General release, corporation
- T 112 General release, joint tortfeasor's clause, ind., corp.
- 3005 Image release, *Web Only*
- P 618 Seaman's release

STATEMENT

- T 194 Title closing state., settlement figures, real estate

Download HUD-1 Closing Statement Software
at www.blumberg.com/hud1
\$19.95 for one closing

UCC

Security Agreements

- A 77 In the nature of a chattel mortgage (UCC)
- T 84 In the nature of a conditional sales contracts (UCC)
- 85 Assignment of a security agreement, *Web Only*

Bulk Transfer: Sale of a Business

- W 82 Contract for sale of business: individual or corporation
- W 81 Bill of sale of business: affidavit of title: restriction clause

WILL

- M 95 Living will with healthcare direction
- 3177 Will, married person, affidavit of subscribing witnesses, execution instructions, *Web Only*
- 3178 Will, unmarried person, affidavit of subscribing witnesses, execution instructions, *Web Only*
- P3202 Living Will
- M1683 Will, 100% rag content, 4 pg., large blank space

New York Incorporation Online, \$247.00

with custom minutes and by-laws containing the information from the online incorporation questionnaire. Includes disbursements to State of NY (\$135) and Spartan corporate kit. For expedited service add \$25.00 disbursement.

New York LLC Online, \$349.00

with custom operating agreements ready to sign. Includes disbursements to State of NY (\$200) and Spartan LLC kit. For expedited service add \$25.00 disbursement.

LLC Operating Agreement and Governance Documents

Prepared by Lauris G. L. Rall and Albert J. Cardinali. A thorough and tax-sensitive set of documents to govern the LLC during its lifetime. Suitable for member

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- (1) Statement of Organizer
- (2) Consent of Members
- (3) Consent of Managers
- (4) Basic Operating Agreement
- (5) Advanced Operating Agreement & Regulations and
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Printed documents, 50 pps., 25% cotton fiber 8¹/₂" x 11" paper, 3-hole punched, **Cat. No. 5154 \$15.75**, with complete LLC kit, **\$9.50 extra**.

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Limited Liability Company Forms

Prepared by Victor S. Elgort of Norris, McLaughlin & Marcus. Revised Model LLC Materials Include 5 Operating Agreements with Comparison Chart:

- Single member LLC
- Long Form Agreement
- Basic LLC
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- Standard LLC

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Numerical List of Paper Forms

Online forms are not listed here. Go to blumberglegalforms.com and enter Cat. No. without letter prefix in second box.

X 13	Claim & notice of intent to sue N.Y.C., 10-10	M 95	Health care proxy with living will directives, 7-94	159	Affidavit of net worth, matrimonial action, DRL 236, \$28.45, 3-98
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T 29	Claim & notice of intent to sue blank Transit Authority, 6-83	98	Severance agreement & general release, 1-13	T 166	Supreme Ct., summons with notice, separation action, 1-95
B 31	Notice of intent to offer business records authenticated by certification, CPLR §3122-a(c), 9-03	100	Chattels, personal property, with affidavit. ind. corp., 11-98	A 167	Mechanic's notice of ind., part., corp. (N.Y.C. form), 9-96
B 32	Certification of business records, CPLR §3122-a(a), 9-03	A 101	Lease of a condominium unit, 4 pps., 12-14	B 168	Notice of trend or request with statements, Civil Ct., 22 NYCRR 208.17, 1-86
B 33	Notice that items produced pursuant to subpoena are available for inspection and copying, CPLR §3120(3), 9-03	M 102	Lease of a condominium unit, 11 pps., 12-14	A 170	On instrument or judgment, notice of motion, affidavit, order, summons in lieu of complaint, blank ct., 7-88
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M 40	Non-statutory, commercial (business, finance & real estate), prepared by Donovan & Giannuzzi, LLP, 4 pp., 9-10	B 110	General release, individual, 10-05	T 175	Affidavit, subscribing witness to will, at testator's request, SCPA 1406, 6-89
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M 49	Statutory, effective at a future time (springing), durable, affidavit of attorney, 6 pp., 9-10	T 120	Property execution, blank ct., notice to garnishee, 6-12	A 185	Store, Gilsey form security clause, double sheet, 7-04
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A 54	House, furnished or unfurnished, most complete. brokerage cl., 12-14	125	Contract of sale, residential real estate, jt. bar association form, 6 pps., 11-00, 16 forms, \$36.25	T 190	Memorandum of separation agree. file with county Clerk, 11-98
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T 691	Bargain & sale, covenant, NYBTU 8002, short form, 11-98	T 1407	Original notice of petition, non-payment, dwell., or business, 3-89	5169	Missouri business corporation, \$7.50
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		T 1664	Serve with formal compl., Suffolk, 22 NYCRR 212.6(d), 2-92	5178	Michigan business corporation, \$7.50
		P 1678	Warranty, basic covenants, 1 side recording A, 11-98	5179	Georgia business corporation, \$7.50
				T 8126	NLS contract of sale of residential real estate, 5-07

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- Attorney's certification
- Attorney's affirmation
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- Corporate verification
- Affidavit of service of papers (extra space for multiple recipients)

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- Notice of entry
- Notice of settlement
- Admission of service
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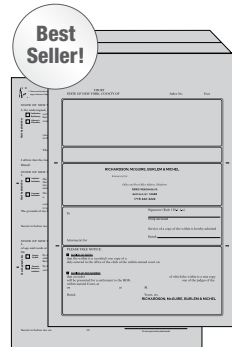
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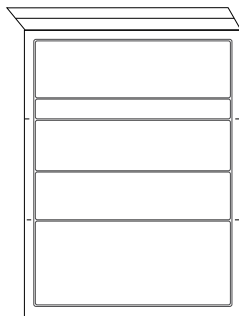
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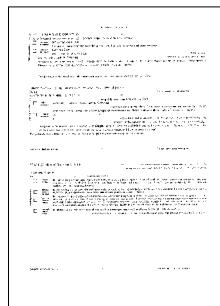
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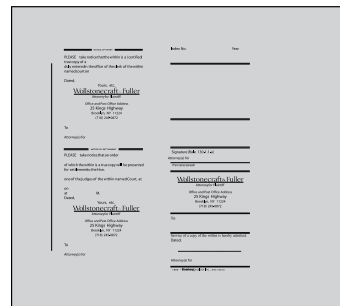
Cat. 2902
Unique double-score fold conceals staples



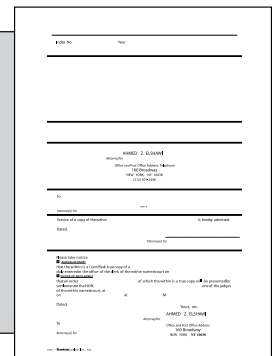
Cat. 2905 For computer printers



Forms inside (all covers)



Cat. 1500 Horizontal style



Cat. 1501 Vertical style

Traditional Horizontal* or Vertical Styles**

9" x 12½". Request cutting to 8½" to fit laser trays. Indicate your choice of color when ordering.

Description	Horizontal*	Vertical**
Antique Manuscript (all colors)	Cat. No. 1500	Cat. No. 1501
Linen Manuscript (blue, off-white & canary)	Cat. No. 2900	Cat. No. 2901

Color codes: DB—dark blue; WH—off-white; LB—light blue; CA—canary; GY—gray.

IMPRINTED Prices include covers and 6 line imprint.

Cat. No.	100	250	500	1000	1000
1500, 1501, 1511, 2900, 2901, 2902, 2911	\$74.20	\$85.90	\$90.80	\$133.00	\$111.00

5000 or more, request quote. 800 221-2972 Ext. 692 or 695

PLAIN, WITHOUT IMPRINT

Cat. No.	Description	Size	Qty-100	Qty-500
1500 C2	N.Y. Litigation Cover	9" x 12½"	\$28.20	—
1500 D2	N.Y. Litigation Cover	9" x 12½"	—	\$129.00
1511 WH	Backscan™	8½" x 11"	31.00	—
2902 C2	N.Y. Litigation Cover	8½" x 12½"	31.00	—
2902 D2	N.Y. Litigation Cover	8½" x 12½"	—	133.00
2905 C2	N.Y. Litigation Cover	8½" x 12½"	31.00	—
2905 D2	N.Y. Litigation Cover (blue only)	8½" x 12½"	—	133.00
2906 C2	N.Y. Litigation Cover (blue only)	8½" x 12½"	31.00	—

Best Seller!

BackScans™ Cat. 1511 & 2911 Scannable Litigation Covers

Letter size versions of our popular litigation covers that can be scanned with the documents filed at the courthouse. County Clerks that now scan filed papers have requested that the documents be bound with 2-prong fasteners or binder clips.

- White is standard.
- Canary, grey, light blue, available on special order.
- Note that courts in some counties may reject colored documents.

HOW TO ORDER Imprinted Legal Covers

1. Catalog number, 2. Size, 3. Color, 4. Quantity
5. Send sample or printed copy and include:
 - a. name, b. title: Counselor at Law, Attorney at Law, Law office of, etc., c. street address, d. city, state and zip code, e. telephone number (include area code), optional.
6. Choose **GOTHIC, ROMAN, CHELTENHAM** or **ARIAL** type. Proofs only if requested, \$20. Submit a sample for a close match or a mechanical; \$20 charge includes one proof.

To accommodate long names, we reserve the right to substitute a condensed type face.

Consider these imprinting options —

- Name printed on flap on top bound styles: \$6.00—up to 4 lines.
- Assorted colors or stock — \$4.50 each change.
- Blind scoring on top bound styles, \$5.75/first 100; \$3.40 each add'l 100.
- 3-hole punching on report style covers — \$8.50 per 100.
- Cutting charges — \$6.85 up to 500; 1,000 and up no charge.
- Combine sizes — \$5.50 each change.

Certified Mail Software Std. Ver. 3.5.2 FREE

Download at blumberg.com/software.

Complies with the latest USPS mailing number requirements. A complete Certified Mail solution. Easy to use and USPS approved.

- Prepares the entire Certified Mail piece in the time it takes to type a label.
- Creates mailing piece number and bar code.
- Automatically calculates fees (adjustable if rates change).
- Maintains a database to store addresses and stores multiple label information for future printing.
- Transaction report tracks certified mail. Includes a handy feature for recovering costs.
- Cut and paste address directly into Certified Mail from other programs.
- Unlimited number of "Send to" data files.
- Import/export data base of names from/to other programs.
- Print mailer number and bar code.
- Print extra labels with your choice of information.
- Go to USPS tracking site from within program.
- Create a complete Firm Book or a condensed report.
- Use with label 3086.

Certified Mail Labels

Size	Cat. No.	100	250	1000
8½" x 7"	3086	\$70.20	\$154.95	\$467.90

Size	Cat. No.	100 sheets (900 labels)	250 sheets (2250 labels)	1000 sheets (9000 labels)
11 x 8½"	3087	\$220.50	\$468.90	\$1669.50

Call for a quote on larger quantities.

Certified Mail Labels with Bar Coded Number

Print without software. Download free template at blumberg.com/software.

Size	Cat. No.	100	250	1000
8½" x 7"	3086BCN	\$97.00	\$192.20	\$585.90

Call for a quote on larger quantities.

Certified Mail Pro Ver. 3.7

With intelligent mail barcode.

Complies with the latest USPS mailing number requirements. For volume users—Includes all the features of Standard plus:

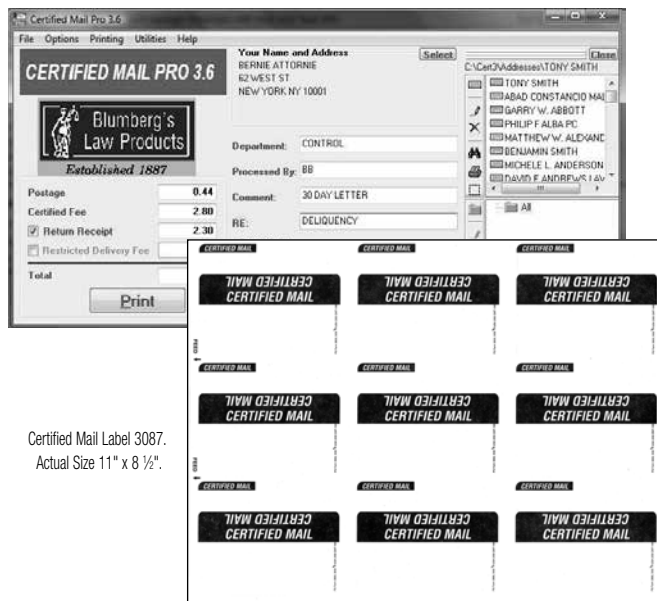
- Creates a manifest of certified mail pieces to prove delivery to USPS.
- Use form 3086 for mailings with return post card.
- Use form 3087 with the manifest and save time when you do not need the return post cards.
- Tracks incoming mailers.
- Customizable Transaction Report tracks return receipt automatically with a Bar Code Wand (wand not included).
- Searchable database.
- Multiple return addresses.
- Choose from our standard reports or customize your own.
- Extra labels on form 3086 allow you to create additional mailing labels with recipient's or sender's address.
- Improved return receipt log printing: sort on multiple criteria.
- On-screen print preview.
- Enhanced bulk mailing: set up multiple batch mailing lists. Drag and drop features makes list creation easy.

Certified Mail Pro Network Edition allows the sharing of a common database with multiple users on the network. You can add or edit names and addresses on batch print file to save print time.

System Requirements: PC or compatible computer with Windows or Windows 8/7/2000/NT/XP and Vista and a Windows supported printer. Optional barcode wand for Certified Mail Pro requires a keyboard port wand reader.

Description	Item No.	Price
Certified Mail Standard 3.5.2 download		FREE
Certified Mail Standard 3.5.2 on disk	3086SW	\$26.00
BCN template on a disk	3086TP	27.00
Certified Mail Pro 3.7 Single User includes 100 3086 labels	3086PRO	311.95
5-User Network Edition includes 100 3086 labels	3086NW5	519.95
Pro 3.7 Additional Station User (1 seat)	3086AS	93.55
Certified Mail Pro 3.7 100 User License includes 100 3086 Labels	3086USL	727.95
Upgrade Certified Pro Single 3.5 to 3.7 software only, no labels	3086UG2	62.35
Upgrade Certified Pro 5-User 3.5 to 3.7 software only, no labels	3086UG3	83.15
Upgrade Certified Mail Pro USL 3.5 to 3.7 software only, no labels	3086UG4	88.35

Request prices for upgrades from 3.0.



Certified Mail Label 3087.
Actual Size 11" x 8 ½".



Certified Mail Label 3086. Actual Size 8 ½" x 7".