

**CIVIL COURT OF THE  
COUNTY OF**

-----X

\_\_\_\_\_,  
Petitioner,  
-against-  
\_\_\_\_\_,  
Respondent (tenant)

\_\_\_\_\_,  
*[address]*

*if applicable:*  
\_\_\_\_\_,  
Respondent (undertenant)

-----X

Index No.  
**NOTICE OF PETITION**  
**NON-PAYMENT**  
**DWELLING**

To the respondent above named and described, in possession of the premises hereinafter described or claiming possession thereof:  
PLEASE TAKE NOTICE that the annexed petition of \_\_\_\_\_, verified on \_\_\_\_\_, 20\_\_, prays for a Final Judgment of eviction awarding to the petitioner possession of premises described as \_\_\_\_\_, in the premises located at \_\_\_\_\_, County of \_\_\_\_\_, in the City of \_\_\_\_\_ (the "Premises") as demanded in the petition.

TAKE NOTICE also that demand is made in the Petition for judgment against you for the sum of \$\_\_\_\_\_. plus interest from \_\_\_\_\_, 20\_\_, and costs,

TAKE NOTICE also that WITHIN FIVE DAYS after service of this Notice of Petition upon you, you must answer, either orally before the Clerk of this Court at *[select one of the following court addresses, based on the borough in which the subject property is located: Manhattan: 111 Centre*