

STATE OF NEW YORK

SUPREME COURT COUNTY OF [Insert County]

[Insert Caption]

Plaintiffs,

SUMMONS

Index No.: [Insert Index Number]

vs.

Defendants.

To the above named defendants:

YOU ARE HEREBY SUMMONED and required to serve upon plaintiffs' attorneys a verified answer to the verified complaint in this action within twenty days after the service of this summons, exclusive of the day of service, or within thirty days after service is complete if this summons is not personally delivered to you within the State of New York. In case of your failure to answer, judgment will be taken against you by default for the relief demanded in the complaint.

Dated: [Insert Date]

[Name of Attorney]
[Name of Law Firm]
Attorneys for Plaintiffs
[Address]
[Telephone Number]

Trial is desired in the County of [Insert County].

The basis of venue designated above is that Defendants maintain their business in the County of [Insert County].