

# Blumberg Law Forms



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**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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	FOLDED INTO 4 PAGES		SINGLE SHEETS: LETTER OR LEGAL SIZE			
QUANTITY	A-W-R COTTON PAPER	M	P	B	T-X	C
96	–	–	–	–	–	<b>\$36.00</b>
48	–	–	<b>\$43.20</b>	<b>\$36.00</b>	<b>\$39.60</b>	–
24	<b>\$39.60</b>	<b>\$43.20</b>	28.80	21.90	28.80	16.20
12	25.20	27.30	15.90	13.65	15.30	9.60
6	15.60	16.20	12.00	10.50	11.10	8.25
3	9.90	10.50	9.90	8.25	8.85	–

Prices: March, 2014

## NEW YORK NYBTU Forms and Blumberg Equivalents

8001.....	T689
8002.....	T691
8003.....	T685
8004.....	T693
8005-A.....	T278
8006.....	A291
8007.....	A291
8008.....	A285
8009.....	A293
8010.....	A296
8011.....	T27
8014.....	A283
8022.....	T679
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,**  
\$89.95, Requires Windows XP+, 128 MB ram, 14 MB drive space.

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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
  - 102 Lease of a condominium unit, comprehensive, 10 pps., *Web Only*
- 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
- P1122 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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**CO-OPERATIVE APARTMENTS**

- T 395 Acceptance of, assign., assumption of proprietary lease
- T 396 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**

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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*
- A 234 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*

- 5150 New York Business Corporation (BCL)
- 5152 New York Professional Corporation (Art. 15)
- 5153 New York Not-For-Profit Corporation (N-PCL)

**BCL Minutes & By-Laws online, \$9.95**  
 at [www.blumberg.com/entity-documents](http://www.blumberg.com/entity-documents)

**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
- M 294 Quitclaim, long form D
- P 694 Quitclaim, short form D
- P1693 Quitclaim, 1 side recording D
- M 297 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,**

\$89.95, Requires Windows XP+, 128 MB ram, 14 MB drive space.

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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 173 Divorce and child support summary form, UCS-111
- 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*
- X 417 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*
- W 251 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
- W 451 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*

- X 411 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)

**EVICTON** (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

##### *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
- T 1423 District 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, 8pps.
- M 57 Lease of an unregulated apartment, modern and comprehensive, 8pps.
  - 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.
  - 102 Apartment unit in condominium, comprehensive, 10 pps., *Web Only*
- 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*

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

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**LIS PENDENS**

- T 372 Order to discontinue action, cancel lis pendens, foreclosure
- T 368 Stipulation canceling lis pendens with attorney's affidavit, CPLR 6514 (d) and Affirmation of atty. cancel lis pendens CPLR 6514 (e)

**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
- T 1624 Satisfaction of mortgage, 1 side recording
- T 275 Satisfaction of mortgage, NYBTU 8035

**MOTION** (also see—JUDGMENT—NOTICE)

**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** (also see—ENFORCEMENT OF JUDGMENT—LIEN—SUMMARY PROCEEDINGS)

T 372 Lis Pendens, consent & order to cancel, foreclosure

**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)

**REPOSSES** (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 33⅓%, 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  
 T206bc Copy, notice & 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.  
 B 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—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*

## LIMITED LIABILITY COMPANY

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with custom operating agreements ready to sign. Includes disbursements to State of NJ (\$153), expedited service and Spartan LLC kit.

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

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**Operating Agreements online, \$9.95, at  
 at [www.blumberg.com/entity-documents](http://www.blumberg.com/entity-documents)**

## 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 subscribing witness, SCPA 1406

### Online forms at [www.blumberglegalforms.com](http://www.blumberglegalforms.com) enable you to

eliminate redundant data entry. Data in the fields of any of the forms is retained for use of the form in another matter. A real time saver, you can save fully- or partly-completed forms as templates for future use. Ideal for saving captions; attorney's name and address; common fields in leases for several apartments in the same building; etc. Forms and templates may be shared with everyone in the office, or limited to one user.



## 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

M1228 Statutory short form springing power of attorney, affidavit that power of attorney is in full force and effect

### 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., <i>Web Only</i>
1898	Severance agreement and general release, <i>Web Only</i>
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, <i>Web Only</i>
3145	Notice to vacate for breach of covenant, <i>Web Only</i>
3146	Notice to vacate for nonpayment, <i>Web Only</i>
3150	Statutory durable power of attorney, <i>Web Only</i>
3151	Residential lease, unfurnished house, <i>Web Only</i>
3152	Residential lease, furnished apartment, schedule of furnishings, <i>Web Only</i>
3153	Residential lease, unfurnished apartment, <i>Web Only</i>
3157	Will, married person, affidavit of subscribing witnesses, execution instructions, 8 pp., <i>Web Only</i>
3158	Will, unmarried person, affidavit of subscribing witnesses, execution instructions, 8 pp., <i>Web Only</i>

## 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

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
Z 128	Proof of debt in assignment, receivership or equity
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

### 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)
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
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 &amp; By-Laws</i>	
5160	Blank state model business corporation act
5161	Blank state membership corporation
5162	Blank state professional corporation, by-laws only
<i>Securities Assignments, Powers and Authorization Transfer</i>	
C 229	Stock power, assign, separate from certif., irrevocable
C 133	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. 8½" x 5½", 3 color, 50 lb. offset paper.

3140	English	25–\$10.25	100–\$27.00
		250–\$52.50	500–\$81.50
3139	Spanish	25–\$5.25	100–\$16.80
		250–\$37.80	500–\$63.00



Imprinting—1000 or more, request quote, 800 221-2972, ext. 695.

Disclosure Forms 2-part carbonless 8½" 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, **\$14.95**, with complete LLC Kit, **\$9.50** extra.

**Operating Agreements online, \$9.95, at  
at [www.blumberg.com/entity-documents](http://www.blumberg.com/entity-documents)**

**NOTE**

D485	Promissory note, non-negotiable, interest
P 607	Prom. note, witness, large space, 7⅞" 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
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**POWER OF ATTORNEYS AGENTS, HEALTH CARE, WILLS** (also see—CORPORATION)

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

**PROOF**

T1031	Proof of claim in bankruptcy 0F10, power of attorney 0F11A
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**REAL ESTATE** (also see—CONTRACT—LANDLORD & TENANT—STATEMENT)

3121	Certificate of Non-Foreign Satus, IRC Sec. 1445, Ind., <i>Web Only</i>
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**RELEASE**

B 110	General release, individual
B 111	General release, corporation
T 112	General release, joint tortfeasor's clause, ind., corp.
P 618	Seaman's release

**STATEMENT**

T 194	Title closing state., settlement figures, real estate
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**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, <i>Web Only</i>

*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, <i>Web Only</i>
3178	Will, unmarried person, affidavit of subscribing witnesses, execution instructions, <i>Web Only</i>
P3202	Living Will
M1683	Will, 100% rag content, 4 pp., large blank space

**Numerical List of Paper Forms**

Online forms are not listed here. Go to [blumberglegalforms.com](http://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	A 35	Store, loft, office, margin captions, full cls., dbl. sheet, 11-98	P 45	Statutory major gifts rider, 2 pp., 9-10
T 27	Mortgage note, NYBTU 8011, 11-98	39	Petition & order, name change, outside NYC	T 48	Apartment, moderate coverage, single sheet, 4-81
T 29	Claim & notice of intent to sue blank Transit Authority, 6-83	M 40	Non-statutory, commercial (business, finance & real estate), prepared by Donovan & Giannuzzi, LLP, 4 pp., 9-10	M 49	Statutory, effective at a future time (springing), durable, affidavit of attorney, 6 pp., 9-10
B 31	Notice of intent to offer business records authenticated by certification, CPLR §3122-a(c), 9-03	P 42	Appointment of agent to control disposition of remains, GBL §453, 2 pps, 4-07	M 50	Full powers, unrestricted, disability cl., double page, 7-04
B 32	Certification of business records, CPLR §3122-a(a), 9-03	M 43	Statutory, non durable, affidavit of attorney, 6 pp., 9-10	M 51	Statutory, durable, affidavit of attorney, 6 pp., 9-10
B 33	Notice that items produced pursuant to subpoena are available for inspection and copying, CPLR §3120(3), 9-03	M 44	Statutory, durable, without affidavit of attorney, 4 pp., 9-10	52	Short form with notice of entry, blank court, 1974

A 53	Apartment, stabilized, substantial coverage, furnished or unfurnished, guaranty acknowledgments, extra space, 7-04	T 132	Demand for service of complaint, CPLR 3012 (b), 1973	T 196	Summary proceedings, warrant to dispossess, blank ct., 9-74
A 54	House, furnished or unfurnished, most complete. brokerage cl., 7-04	C 133	Stock or bond power irrevocable, ASEF form 133, 7-70	B 198	Supreme Ct., summons with notice, 4-94
A 55	Apartment, rules, guaranty, acknowledgments, 4pps., 7-04	T 136	Home improvement contract cover sheet, GBL §§770-796, 6-98	B 199	Supreme Ct., summons without notice, 4-94
M 56	Lease of a regulated apartment, modern and comprehensive, 8pps., 11-11	T 138	Affidavit of rent due and owing, Civil Ct., 4-94	X 201	Conducting business under trade name, individual, 4-10
M 57	Lease of an unregulated apartment, modern and comprehensive, 8pps., 11-11	T 139	Support enforcement, blank court CPLR 5241, 1-95	T 202	Apartment lease, from month to month, 2-04
T 60	Affidavit of service matrimonial action, 3-98	T 140	Affidavit, show cause order, vacate eviction judgment, 4-73	204	Landlord's notice to enter premises, 11-07
B 69	Subpoena, blank Ct., duces tecum, witness' stip. remain subj. to call, 2-09	T 141	Post card, matrimonial action, 5-99	T 205	Request for final order
P 70	Health care proxy, PHL 2980, 4-91	M 146	Contract of sale, condominium, Assn. of the Bar, City of N.Y., 7-06	T 206b	Original petition, non-payment business, 1-95
71	Application for lease of apartment, references, 8½" x 11", 100 to pad, \$25.85, 1-98	147	Affidavit, Universal form, summons, subpoena, notice of petition, citation, etc. 2 part carbonless sets, in stock or customized with imprint, 9-99	T206bc	Copy, notice & petition, non-payment business, 10-06
B 72	Blank Court, duces tecum, witness' stip. remain subj. to call, CPLR 2305(b), 9-03	B 151	Affidavit, Summons or subpoena, personal or alt. service, ind. or corp., military service statement, 1-95	T 206d	Original petition non-payment dwelling, 1-95
C 73	Blank Ct., witness stipulation to remain subject to call, 12-88	T 152	Contractor's proposal & contract, 11-78	T206dc	Copy, notice & petition, non-payment dwelling, 1-95
X 74	Conducting business as partners (corp. may be a partner), 4-10	154	Real estate contract: office, commercial and multi-family residential Bar Form, 8 pps., pkg of 3-\$28.90, 5 pgs-\$24.50, 7-06	T 207b	Original notice of petition, non-payment business, 10-06
A 77	Security agreement in the nature of a chattel mortgage, 10-01	T 156	Blank Court, bill of costs (with CPLR sections), 1-95	T 207d	Original notice of petition, non-payment dwelling, 10-97
W 81	Bill of Sale of Business- affidavit of title, restriction clause, 11-98	X 157	Blank Court, judgment on failure to appear or plead, 4-95	X 210	Original petition, holdover-dwelling or business, 1-95
W 82	Contract for Sale of Business, ind. or corp., 10-01	T 158	Summons, divorce action, blank relief, UD-1, 9-95	X210C	Copy, notice & petition, holdover-dwell. or business, 4-10
T 84	Security agreement in the nature of a conditional sales contracts (UCC), 1964	159	Affidavit of net worth, matrimonial action, DRL 236, \$25.85, 3-98	X 211	Original notice of petition, holdover-dwell. or business, 10-97
T 85	Security agreement assignment, ind., corp., 1966	T 163	Supreme Ct., summons with notice, annulment, 1-95	T 212	Eviction notice post card, holdover, Civil Ct., 7-03
T 87	Equipment lease, 1978	T 166	Supreme Ct., summons with notice, separation action, 1-95	T 214	Acknowledgement, indiv. corp., ptr., witness & LLC, 11-98
93	Affidavit, power of attorney in full force, 9-77	A 167	Mechanic's notice of: ind., part., corp. (N.Y.C. form), 9-96	T 215	Surrender of lease, 2-78
M 95	Health care proxy with living will directives, 7-94	B 168	Notice of trend or request with statements, Civil Ct., 22 NYCRR 208.17, 1-86	B 216	Eviction notice post card, non payment Civil Ct., 11-06
97	Residential loan application, FHLMC 65, FNMA 1003, 10-86	A 170	On instrument or judgment, notice of motion, affidavit, order, summons in lieu of complaint, blank ct., 7-88	223	Application to sublease apartment, RPL §226-b, \$32.95, 12-83
98	Severance agreement & general release, 1-13	P 172	Lease, any purpose, short form, single sheet, 5-78	T 224	Amended business certificate. ind. or partners, 11-98
100	Chattels, personal property, with affidavit. ind. corp., 11-98	T 173	Divorce and child support summary form, UCS-111, 12-01	T 225	General purpose, with power of attorney, 11-98
A 101	Lease of a condominium unit, 4 pps., 7-04	T 175	Affidavit, subscribing witness to will, at testator's request, SCPA 1406, 6-89	A 226	Store, security clause, substantial coverage, dbl. sheet, 3-98
102	Lease of a condominium unit, 11 pps., 11-11	T 176	Cancellation of partnership certificate, 11-98	T 231	Mechanic's lien, satisfaction of, ind., corp., 11-98
B 106	Blank Ct. summons, with notice, 4-94	T 177	Affidavit, residence of child, DRL 75-j, 5-96	B 242	Satisfaction of judgment, whole or partial, blank ct., 12-98
M 107	Partnership, Articles of, 11-98	P 181	Will, 2 pg., affidavit of subscribing witnesses, 8½" x 14", 12-91	X 245	Confession of judgment, ind., corp.: blank court, 1973
B 110	General release, individual, 10-05	P 182	Will short form, 8½" x 13½", 100% Rag content, 9-02	B 250	Affidavit, Add. mailing of summons, CPLR 3215: default judg., bl ct., 1-87
B 111	General release, corperation, 10-05	M 184	Same as P181, 4 pg., large blank space, 12-91	W 251	Questions for corp. debtor, blank ct., 1963
T 112	General release, joint tortfeasor's clause, ind., corp., 11-98	A 185	Store, Gilsey form security clause, double sheet, 7-04	A 256	Office, loft, marginal headings, coverage, double sheet, 11-98
M 113	Power of attorney, general purpose, with large space for powers, 11-98	T 186	Apartments in 2-5 family dwelling, single sheet, 7-04	A 261	Apartment in 2-5 family dwelling, furnished or unfurnished, brokerage cl., guaranty, acknowledgments, extra space, 11-98
P 117	Blank affidavit	M 187	Business, bill of sale, affid. of title, restriction cl., 11-98	266S	Statement of service and acknowledgment of receipt, 3 pt. carbonless, black print, white sets, 25 sets to envelope, 7-94
B 119	Notice to tenant, 3 days, non-payment of rent, English/Spanish: public assistance statement, 1-99	A 188	Construction, similar to A 348 (more comprehensive), 11-78	B 268	Summons, endorsed or annexed formal compl., 22 NYCRR 208.6(b), 10-94
T 120	Property execution, blank ct., notice to garnishee, 6-12	T 190	Memorandum of separation agree. file with county Clerk, 11-98	T 271	Mechanic's lien, order on payments
B 122	Purchase offer real estate, standard form, plain English, 9-81	P 193	Sub-lease, any purpose, (incl. coop. apt.), 12-88	T 275	Satisfaction of mortgage, NYBTU 8035, 11-98
W 123	Cooperative apt., sales contract, financing condition, 7-01	T 194	Title closing state., settlement figures	T 278	Executor's NYBTU 8005-A, short form, 11-98
M 124	Contract of sale, residential condominium unit, 8-98	T 195	Extension of lease, 1973	W 281	Assignment of lease, 11-98
125	Contract of sale, residential real estate, jt. bar association form, 6 pps., 11-00, 16 forms, \$32.95			A 283	Mortgage long form, NYBTU 8014, 11-98
130	Property condition disclosure statement, space for answers, 4 pps. letter size, CRPL §462, \$29.80, 3-02			A 285	Warranty, full covenants, NYBTU 8008, long form, 11-98
130BX	Same as above, boxed 250, 1-\$60.20, 2-\$57.80 ea., 3-02			A 289	Bargain & sale, no covenant, NYBTU 8006, long form, 11-98
				A 291	Bargain & sale, covenant, NYBTU 8007, long form, 11-98

A 293	Quitclaim, NYBTU 8009, long form, 11-98	T 394	Recognition agreement, joint bar committee form, 4-94	R 467	Summary judgment, affidavit, notice of motion, blank ct., 1974
M 294	Quitclaim, long form D, 11-98	T 395	Acceptance of, assign., assumption of proprietary lease, 1973	T 471	Notice of appeal, 1973
W 295	Release of part of the mortgaged premises: NYBTU 8034, 11-98	B 399	Request for judicial intervention, 22 NYCRR 202.6, 3-11	T 472	Release & receipt to executor or administrator, with receipt, ind., corp., 11-98
A 296	Executor's NYBTU 8010, long form, 11-98	T 407	Information subpoena, Civil Ct., to judgment debtor or to witness, 8-12	T 473	Shareholder consent to sale or lease
M 297	Referee's, in foreclosure F, 11-98	T 409	Affirmation, order to show cause, non-compliance with subpoena, Civil Ct., 11-77	A 477	RADI form A, Civil, App. Div, 2nd Dept., 9-93
B 300	Notice of appear., answer & demand, Civil Ct., 7-74	T 410	Information subpoena, Civil Ct., with restraining notice, and notice to garnishee or witness, 1-09	T 482	RADI form C, Civil, App. Div. 2nd Dept., 9-93
A 303	Apartment, furnished, double sheet, 7-04	X 411	Subpoena to judgment debtor, blank ct., 1976	D 485	Promissory note, non-negotiable, interest
T 305	Request for preliminary conference, 22 NYCRR 202.12(a), 9-00	412	Civil Ct. with restraining notice and notice to garnishee or witness, 1-09	T 487	Real estate, option to purchase, 11-98
T 306	Civil Court, judgment on default, verified complaint, military service affid., 1-95	415	Restraining notice to judgment debtor, CPLR 5222, blank ct., 1-09	P 490	Attorney's written letter of engagement, 22 NYCRR 1215, 3-02
B 307	Notice to tenant, 30 days to terminate monthly tenancy or month to month, 6-00	T 416	Restraining notice to garnishee, CPLR 5222, blank ct., 1-09	B 493	Discontinuing action, blank court, 12-88
T 308	Ten day notice to quit where no landlord and tenant relationship exists, 7-07	X 417	Information subpoena, blank Ct., to judgment debtor or to witness, 8-12	A 495	House, furnished or unfurnished, moderate coverage, 7-04
A 311	Subordination agreement, NYBTU 8030, 11-98	418	Subpoena to witness, duces tecum, restraining notice: blank ct., 1-09	A 496	Statement for proposed distribution, 22 NYCRR 202.16, 2-95
T 312	Affirmation of good faith for preliminary conference, 22 NYCRR 202.12, 4-88	T 419	Affirmation, order to show cause, non-compliance with information subpoena, blank ct., 11-77	T 498	Verified statement of barriers to remarriage, affidavit of service, DRL Sec. 253, 5-96
T 313	Seasonal, house or apartment, vacation residence etc. single page guarantee, acknowledgments, 4-79	T 420	Affirmation, order to show cause, non-compliance with subpoena, blank ct., 11-77	T 510	Original petition, any grounds, 1-95
B 314	Stipulation discontinuing action, Civil Court, 12-88	T 421	Exemption notice, CPLR 5222-a(b), serve with restraining notice & two exemption claim forms, 1-09	T 510c	Copy petition, copy notice of petition, any grounds, 1-95
X 317	Consent. change (substitution) of attorney, blank ct., 11-98	T 422	Exemption claim form, CPLR 5222-a(b), serve two with restraining notice & exemption claim form, 1-09	T 511	Original notice of petition, any grounds, 3-89
B 319	Judgment on default, 1-78	T 426	Notice to judgment debtor, a natural person, CPLR 5222 (d) & (e) blank ct., 1-09	T 519	Judgment, evict. & rent, default, non-pay. dwell. or bus., 1973
B 320	Property execution, Civil Ct., notice to garnishee, 6-12	T 427	Questions financial institution, use with information subpoena, No. T 410, X 407 or X 417, 5-05	T 523	Judgment, eviction & rent, trial or inquest, nonpayment, dwelling or business, 1974
B 323	Civil Court, judgment on inquest or after trial, 1974	T 429	Subpoena duces tecum, judgment debtor, restraining notice, blank ct., 1-09	T 530	Judgment of eviction, default, after trial or inquest, holdover, dwelling or business, 1974
326	Rent stabilization rider, use with M56, T327 and A53, pkg. of 25, 10-10	436	Notice to take deposition on oral exam, negligence, Blank Ct., 6-85	B 537	Note of issue, certificate of readiness, all departments, 9-95
326BX	Same, box of 250, quantity pricing, 10-10	438	Notice to take deposition on oral exam, general use, Blank Ct., 6-85	B 538	Closing state., contingent fee, App. Div. 1st & 2nd Dept., 3-05
T 327	Apartment, stabilized, substantial coverage, single sheet, 7-04	T 439	Blank Court, 6-12	T 540	Retainer, straight 33 $\frac{1}{3}$ %, App. Div., 1st & 2nd Dept. Statement as to Retainer, 3-92
330	Renewal lease (RTP-8), pkg. of 25, 3pt. carbonless sets, 9-11	X 444	Original petition non-payment dwelling or business, 1-95	B 541	Statement as to retainers, App. Div., 1st & 2nd Dept., blank fee. also condemnation, 3-05
330BX	Same, box of 250, quantity pricing, 9-11	X 445	Original notice of petition, non-payment dwell. or bus., 6-90	C 542	Request for hospital record & medical report, for use by attorney to examine client's record, 11-98
337	Real estate, sale of, short form, double sheet, 11-98	X 446	Copy, notice & petition, non-payment dwelling or bus., 1-95	T 543	Request for patient information, PHL§18, 5-94
T 341	Cancellation of business certificate, individual, 11-98	T 447	Warrant, non-payment, dwelling or business, 1974	B 547	Receipt post card for OCA statements of retainer and closing, 1-96
T 342	Consumer credit transaction summons with blank formal compl., verif. 22 NYCRR 203.6(b), use with B 269, 1-95	T 448	Original petition holdover, dwelling or business, 1-95	548	Retainer, sliding scale, App. Div., 1st & 2nd Dept., 3-92
B 344	Demand for jury, Blank Court	T 449	Original notice of petition, holdover, dwelling or business, 11-88	T 579	Debt or claim against decedent estate, with affidavit
A 348	Construction, small, owner and contractor, 1-78	W 451	Questions for individual debtor, blank ct., use with information subpoena, No. T 410, T 407 or X 417, 1964	P 586	Assignment of lease with assumption, 11-98
W 351	Questions for individual debtor, blank ct., 9-63	454	Statement of client's rights and responsibilities, 2 pt. sets	T 600	Answer, blank ct., 1977
T 354	Questions for 3rd party, blank ct., 1974	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, 2-01	T 601	Application for index number, CPLR 8018(a)2, 7-03
T 362	Mechanic's lien, waiver of, 11-98	T 461	Medical malpractice action, 22 NYCRR 202.56(b), 10-86	P 607	Prom. note, witness, large space, 7 $\frac{7}{8}$ " x 11" litho border
A 365	Mechanic's notice of: ind., part., corp. (outside N.Y.C.), 9-96	T 462	Revocation of power of attorney, 7-10	P 618	Seaman's release
T 366	Notice of lien for common charges, Condominium Act, RPL §339-z, 339-aa, 11-98			628	Purchase & sale record of second hand articles, 3-pt., bound book of 50 sets, \$30.60, 5-95
T 368	Stipulation canceling lis pendens with attorney's affidavit, CPLR 6514 (d) and Affirmation of atty. cancel lis pendens CPLR 6514 (e), 7-04			629	Same, 2-pt., 4-80, \$28.70
T 372	Lis Pendens, consent & order to cancel, foreclosure, 9-74			630	Dealers record of purchases: precious metals, 1-\$56.55, 10-\$50.35 ea.
377	Change of address of Reg. Agent by corp., 9-98			T 637	Tax card, Sec. 275-a N.Y. tax code, 1-93
T 380	Pre-argument statement, civil appeal, 1st Dept., 4-91			T 638	Discontinuance of assumed name, certificate of, corp., 7-04
384	Uniform notice of motion, 6-08			T 639	Amendment of assumed name, corporation, 6-99
T 386	Mechanic's lien on public improvements, 8-94			P 666	Combined note and mortgage, short form, 11-98
				M 671	Mortgage, long form, 11-98
				P 678	Warranty, basic covenants, short form A, 11-98

P 679	Assign. of mortgage, covenant, NYBTU 8022, 8024, 11-98	P 1101	Bill of sale, personal property, with affidavit, attractive border, 10-81	A 1891	Apartment lease, owner occupied multiple dwelling, furnished or unfurnished, 6-94
T 685	Warranty, full covenants, NYBTU 8003, short form, 11-98	P 1122	Real estate, sale of land, shortest form, 11-98	A 1892	Seasonal, short term lease. Used for vacation homes and seasonal terms, 6-94
M 687	Collateral security mortgage, 11-98	M1128	Real estate, sale of land, 11-98	A 1893	House lease, 6-94
P 688	Warranty, full covenants, short form A, 11-98	T 1161	Endorsed compl., 22 NYCRR 214.3(b), 11-93	A 1894	Lease of a condominium unit, 6-94
T 689	Bargain & sale, no covenant, NYBTU 8001, short form, 11-98	T 1165	Uniform transcript of judgment: blank ct., 5-99	3100	Retail installment contract, \$29.95, 100-\$25.95 ea., 500-\$19.50 ea., 10-82
T 691	Bargain & sale, covenant, NYBTU 8002, short form, 11-98	T 1183	Claim, notice of intent to sue any public auth. GML 50, 6-81	T 3112	Inventory of furniture and furnishings (lease rider or checklist), 6-94
T 693	Quitclaim, NYBTU 8004, short form, 11-98	1201	CT severance agreement & general release, 1-13	T 3121	Certificate of Non-Foreign Status, IRC Sec. 1445, Ind., 6-85
P 694	Quitclaim, short form D, 11-98	M1220	General power of attorney, disability clause. Conn. Statutory Short Form Power of Attorney Act, 5-11	3125	Real estate, sale of, office, commercial, multi-family residential premises, \$27.50, 5-\$24.75 ea., 2-88
760-5	Continuous form, Civil Ct., English/Spanish, verified complaint, 5 pt., 1-95	M1228	Statutory short form springing power of attorney, affidavit that power of attorney is in full force and effect, 10-93	T 3129	Authorization to release medical and hospital records, 10-85
761-5	Continuous form, verified compl., blank ct. 5 pt., 1-95	W1249	Business premises, double page, 12-76	3132	Severance agreement & general release, 1-13
762-3	Judgment, blank ct., 3 pt., 10-95	M1251	Apartment, furnished or unfurnished, 9-11	3139	Lead paint booklet, Spanish
764-3/2	Continuous forms income execution, blank ct., 1-09	M1252	House, furnished or unfurnished, 9-11	3140	Lead paint booklet, English, 12-12
801	Severance agreement & general release, 1-13	T 1268	Mechanics, 3-90	3141	Lead paint disclosure, lease of residence, 9-96
A 880	Lease, bus., loft or office, marginal headings	T 1368	Endorsed compl. 22 NYCRR 210.6 (b), 1-95	3142	Lead paint disclosure, sale of residence, 9-96
P 889	Lease, house furnished or unfurnished, 5-86	T 1406	Original petition, non-payment, dwelling or business, 1-95	P 3202	Living Will, 5-85
P 890	Lease, apartment, short form, 5-86	T 1407	Original notice of petition, non-payment, dwell., or business, 3-89	T 5102	Corporate record tickler, 10-10
A 901	Deed, warranty, full covenants, ind., corp., 4-83	T 1408	Warrant, non-payment, dwelling or bus., 10-83		
P 908	General release, plain English, 10-81	T 1410	Original petition, holdover, dwelling or business, 1-95		
M 911	Will, affidavit of executor and witness, self proving affidavit, 5-87	T 1411	Original notice of petition, holdover, dwell. or business, 3-89		
M 912	Deed, quitclaim ind. or corp., 5-83	T 1412	Judgment, evict. & rent, default, non-pay., dwell. or bus., 1974		
M 913	Contract of sale, realty broker's attorney review section, 9-93	T 1419	District Court, blank county, 6-93		
M 915	Lease, apartment, comprehensive form, 5-86	T 1423	District Court, judgment on inquest or after trial, 1974		
M 916	Contract of sale, standard, 9-93	T 1600	Notice of intent to claim, motor vehicle, MVAIC, 5-04		
M 918	Deed, bargain and sale without cov. ind. or corp., 11-93	T 1624	Satisfaction of mortgage, 1 side recording, 11-98		
919	Deed, bargain and rate, covenant, ind. or corp., 5-83	T 1664	Serve with formal compl., Suffolk, 22 NYCRR 212.6(d), 2-92		
922	Contract of sale, comprehensive form, \$25.85, 5-86	P 1678	Warranty, basic covenants, 1 side recording A, 11-98		
930	Statutory form, banking cl., disability options, NJS 46:2B-8, 11-10	M1683	Will, 4 pg., large blank space, 9-91		
M 974	Mortgage, subordinate, ind. or corp., 5-86	1688	Warranty, full covenants, 1 side recording A, 11-98		
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	P 1693	Quitclaim, 1 side recording D, 11-98		
T 1031	Proof of claim in bankruptcy 0F10, power of attorney 0F11A, 12-08	P 1697	Referee's, in foreclosure D 1 side recording, 11-98		
T 1100	Bill of sale, chattels, personal property, without affid., short form, 9-03	A 1890	Apartment lease, comprehensive form for a multiple dwelling, furnished or unfurn, 7-96	T 8126	NLS contract of sale of residential real estate, 7-97

## MINUTES & BY-LAWS

5150	New York Business Corporation (BCL), 1998
5152	New York Professional Corporation (Art. 15)
5153	New York Not-For-Profit Corporation (N-PCL)
5154	New York LLC Operating Agreements
5159	Nationwide LLC Operating Agreements, etc., \$15.75
5160	Blank state model business corporation act
5161	Blank state membership corporation
5162	Blank state professional corp., by-laws only
5169	Missouri business corporation, \$7.50
5170	California business corporation, \$7.50
5171	Connecticut business corporation, \$7.50
5172	Delaware business corporation, \$7.50
5173	Florida business corporation, \$7.50
5174	New Jersey business corporation, \$7.50
5175	Pennsylvania business corporation, \$7.50
5176	Texas business corporation, \$7.50
5177	Illinois business corporation, \$7.50
5178	Michigan business corporation, \$7.50
5179	Georgia business corporation, \$7.50

T 8126 NLS contract of sale of residential real estate, 7-97

## 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 and manager governed LLC's. A commentary by the author is included. The documents are:

- (1) Statement of Organizer
- (2) Consent of Members
- (3) Consent of Managers
- (4) Basic Operating Agreement
- (5) Advanced Operating Agreement & Regulations and
- (6) Notice of Publication.

Printed documents, 50 pps., 25% cotton fiber 8½" x 11" paper, 3-hole punched, **Cat. No. 5154 \$15.75**, with complete LLC kit, **\$9.50 extra**.

## Organize a New Jersey 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.

## Organize a New Jersey LLC Online, \$313.50

with custom operating agreements ready to sign. Includes disbursements to State of NJ (\$153), expedited service and Spartan LLC kit.

## 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**.

All covers have electronic service, overnight-courier affidavits and the following forms:

**Inside—**

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

**On Cover—**

- Notice of entry
- Notice of settlement
- Admission of service
- Certification pursuant to Rule 22 NYCRR 130.1.1-a

### Staple-Concealing Style

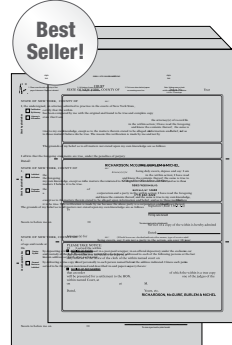
This cover has a unique double-scored binding system that conceals staples. Allows for removal or addition of papers. The 8½" x 12½" size fits laser trays and reduces bulk for easy mailing and filing. Text printed in black with blue legal border for a distinctive appearance. Vertical style only. Blue, off-white or canary linen manuscript. Cat. No. 2902, 2905 and 2906

### BLAZER Forms & Computer Covers

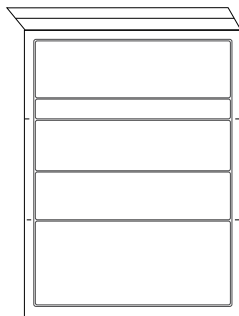
Same as Cat. No. 2902, above, with forms on inside cover and imprint side blank, for use with BLAZER and BLUMBERG FORMS Online, or your own imprint program. Blue, white or canary. Cat. No. 2905

### Lonely Lawyer Lit Back

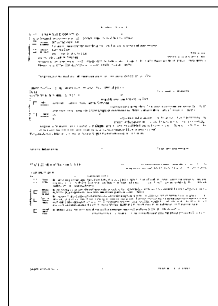
A busy attorney without staff created the Lonely Lawyer Certification, Verification and Affirmation of Service forms for this NY Lit Back. Blue Linen only. Cat. No. 2906



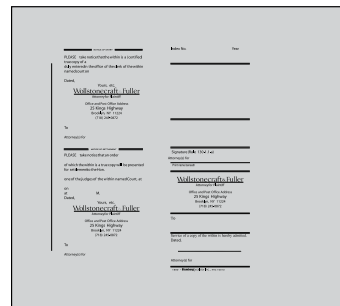
Cat. 2902  
Unique double-score fold conceals staples



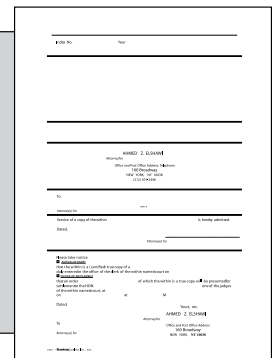
Cat. 2905 For computer printers



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.	Each Add'l				
	100	250	500	1000	1000
1500, 1501, 1511, 2900, 2901, 2902, 2911	\$72.00	\$83.40	\$88.20	\$129.00	\$108.00

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"	\$27.30	—
1500 D2	N.Y. Litigation Cover	9" x 12½"	—	\$125.00
1511 WH	Backscan™	8½" x 11"	30.00	—
2902 C2	N.Y. Litigation Cover	8½" x 12½"	30.00	—
2902 D2	N.Y. Litigation Cover	8½" x 12½"	—	129.00
2905 C2	N.Y. Litigation Cover	8½" x 12½"	30.00	—
2905 D2	N.Y. Litigation Cover (blue only)	8½" x 12½"	—	129.00
2906 C2	N.Y. Litigation Cover (blue only)	8½" x 12½"	30.00	—

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](http://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	\$67.50	\$149.00	\$449.90

Size	Cat. No.	100 sheets (900 labels)	250 sheets (2250 labels)	1000 sheets (9000 labels)
11 x 8½"	3087	\$211.70	\$451.00	\$1604.00

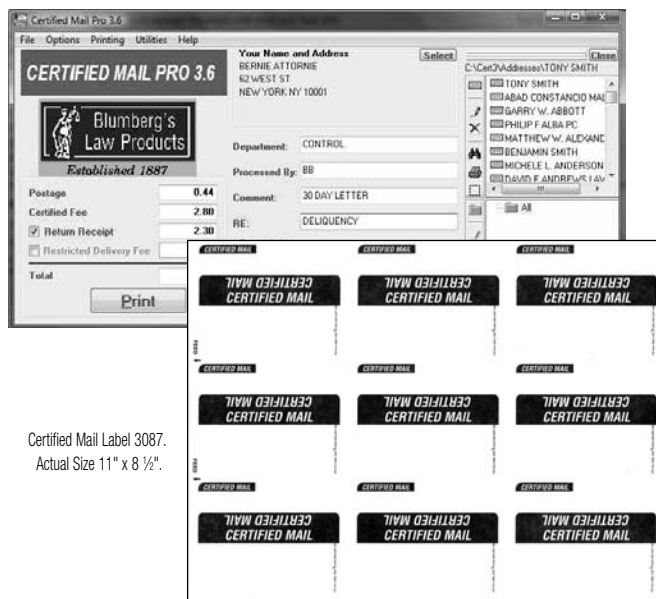
Call for a quote on larger quantities.

### Certified Mail Labels with Bar Coded Number

Print without software. Download free template at [blumberg.com/software](http://blumberg.com/software).

Size	Cat. No.	100	250	1000
8½" x 7"	3086BCN	\$93.30	\$184.80	\$563.40

Call for a quote on larger quantities.



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

## 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	\$25.00
BCN template on a disk	3086TP	26.00
Certified Mail Pro 3.7 Single User includes 100 3086 labels	3086PRO	299.95
5-User Network Edition includes 100 3086 labels	3086NW5	499.95
Pro 3.7 Additional Station User (1 seat)	3086AS	89.95
Certified Mail Pro 3.7 100 User License includes 100 3086 Labels	3086USL	699.95
Upgrade Certified Pro Single 3.5 to 3.7 software only, no labels	3086UG2	59.95
Upgrade Certified Pro 5-User 3.5 to 3.7 software only, no labels	3086UG3	79.95
Upgrade Certified Mail Pro USL 3.5 to 3.7 software only, no labels	3086UG4	84.95

Request prices for upgrades from 3.0.



Certified Mail Label 3086. Actual Size 8 1/2" x 7".