
KINGS COUNTY

Civil Court

Administrative Dismissal Notices For Civil Court Cases And Name Change Petitions

Deadline is April 19

New York City Civil Court has calendared for administrative dismissal of all civil actions, including name change petitions, where the index number was purchased prior to January 1, 2019, and no activity or disposition has been entered.

Interested parties who wish to have the case remain active on the Kings County Civil Court's calendars must file with the General Clerk's Office, on or before April 19, 2024, (1) a notice of intent to proceed with the action; or (2) a stipulation agreeing to keep the case on the calendar. Failure to file either of the aforementioned documents shall result in administrative disposition of the index number.

There will not be a calendar call in Kings County Civil Court on April 19, 2024. Instead, April 19, 2024, reflects the deadline to file a notice of intent to prosecute or a stipulation agreeing to keep the case on the active calendar.

For matters pending in Kings County Civil Court, where a 1) notice of trial, 2) stipulation of settlement/discontinuance, 3) motion, or 4) judgment application has been filed, counsel has proof of such filing, but such filing has not yet been entered by the Clerk – counsel may elect NOT to file a notice of intent or stipulation. In these instances, the case shall result in an administrative dismissal as prescribed by the Dismissal Notice attached herein. The Court Clerks are actively processing these documents. When the document is processed, the Clerk will remove the administrative dismissal or off calendar status; restore the case to the calendar; process the document; proceed with the litigation accordingly; and mail notice to the interested parties, as required. No additional action will be required from counsel to restore the case.

SCROLL DOWN FOR THE NOTICES:

NOTICE

New York City Civil Court has calendared for administrative disposition civil actions wherein:

- an index number was purchased prior to January 1, 2019;
- no court activity was scheduled after January 1, 2019; and
- no disposition was recorded in the electronic case record.

The calendar will be called as follows:

April 19, 2024, in Bronx County Civil Court, room 103

April 19, 2024, in Kings County Civil Court, room 1202

April 18, 2024, in Queens County Civil Court, room 308

April 19, 2024, in New York County Civil Court, room 419

April 18, 2024, in Richmond County Civil Court, room 5

Interested parties who wish to have the case remain active on the court's calendars must file with the General Clerk's Office of the appropriate county location of the court, **on or before the calendar date listed above**,: (1) a notice of intent to proceed with the action; or (2) a stipulation agreeing to keep the case on the calendar. Failure to file either of the aforementioned documents shall result in **administrative disposition** of the index number.

Dated: March 8, 2024

Hon. Carolyn Walker-Diallo, JSC
Administrative Judge
Civil Court of the City of New York

NOTICE

New York City Civil Court has calendared for administrative disposition Name Change actions wherein:

- an “NC” index number was purchased prior to January 1, 2019;
- no disposition was recorded in the electronic case record; and
- no court activity was scheduled after February 15, 2024.

Interested parties who wish to have the case remain active on the court’s calendar must file with the Clerk’s Office in the appropriate county an affirmation demonstrating sufficient cause why the petition should not be administratively disposed. Such an affirmation should be filed in person at the Clerk’s Office in the appropriate county.

Failure to file the affirmation **on or before April 19, 2024** shall result in administrative disposition of the index number.

Dated: March 08, 2024

Hon. Carolyn Walker-Diallo, JSC
Administrative Judge
Civil Court of the City of New York