

ADMINISTRATIVE ORDER OF THE
CHIEF ADMINISTRATIVE JUDGE OF THE COURTS

Pursuant to the authority vested in me, and in consultation with the Presiding Justices of the Appellate Divisions, upon notice by the Presiding Judge of the Court of Claims, and, as appropriate, in consultation with or with the approval of County Clerks, I hereby establish or continue, or give notice of, programs for the voluntary and mandatory use of electronic means for the filing and service of documents (“e-filing”) in the manner authorized pursuant to L. 1999, c. 367, as amended by L. 2009, c. 416, L. 2010, c. 528, L. 2011, c. 543, L. 2012, c. 184, and L. 2013, c. 113, in the counties, courts, and cases in effect as of the date of this Order or upon the effective dates set forth in Appendix A (voluntary e-filing) and Appendix B (mandatory e-filing) attached hereto. Such programs shall be subject to sections 202.5-b, 202.5-bb, 206.5, 206.5-aa, 207.4-a, 207.4-aa, and 208.4-a of the Uniform Rules for the New York State Trial Courts. The consensual electronic filing of matrimonial actions in Supreme Court shall be governed by rules set forth in Appendix C. This Order is effective February 17, 2015, and supersedes AO/210/14.



Chief Administrative Judge of the Courts

Dated: February 12, 2015

AO/049/15

APPENDIX A
CONSENSUAL/VOLUNTARY CASES
(in effect as of February 17, 2015,* unless otherwise indicated)

SUPREME COURT

Albany	<ul style="list-style-type: none"> • commercial, contract, tort • tax certiorari (including under RPTL §730) • foreclosure actions addressing real property and mechanics liens
Bronx	<ul style="list-style-type: none"> • commercial, contract, tort • tax certiorari (including under RPTL §730) • foreclosure actions addressing real property and mechanics liens • workers' compensation applications for judgment See also, Appendix B (mandatory cases).
Broome	<ul style="list-style-type: none"> • commercial, contract, tort • tax certiorari (excluding under RPTL §730) • foreclosure actions addressing real property and mechanics liens • workers' compensation applications for judgment • CPLR Art. 78 proceedings • CPLR Art. 75 proceedings • guardianship, matrimonial, and mental hygiene matters
Cortland	<ul style="list-style-type: none"> • all actions <u>except</u> – Mental Hygiene Law matters
Dutchess	<ul style="list-style-type: none"> • all actions <u>except</u> – CPLR Art. 78 proceedings – Election Law proceedings – matrimonial matters – Mental Hygiene Law matters – RPTL § 730 proceedings
Erie	<p>None See also, Appendix B (mandatory cases).</p>
Essex	<p>None See also, Appendix B (mandatory cases).</p>
Kings	<ul style="list-style-type: none"> • commercial, contract, tort (except certain Commercial Division matters [see Appendix B]) • tax certiorari (including under RPTL §730) • foreclosure actions addressing real property and mechanics liens • workers' compensation applications for judgment See also, Appendix B (mandatory cases).
Livingston	<ul style="list-style-type: none"> • all actions <u>except</u> – Mental Hygiene Law matters

Nassau	<ul style="list-style-type: none"> • contract, tort • workers' compensation applications for judgment See also, Appendix B (mandatory cases).
New York	<p>None See also, Appendix B (mandatory cases).</p>
Niagara	<ul style="list-style-type: none"> • commercial, contract, tort • tax certiorari (including under RPTL §730) • foreclosure actions addressing real property and mechanics liens
Onondaga	<p>None See also, Appendix B (mandatory cases).</p>
Ontario	<ul style="list-style-type: none"> • all actions <u>except</u> – Mental Hygiene Law matters
Queens	<ul style="list-style-type: none"> • commercial, contract, tort • tax certiorari (including under RPTL §730) • foreclosure actions addressing real property and mechanics liens • workers' compensation applications for judgment See also, Appendix B (mandatory cases).
Richmond	<ul style="list-style-type: none"> • commercial, contract, tort • tax certiorari (including under RPTL §730) • foreclosure actions addressing real property and mechanics liens • workers' compensation applications for judgment
Rockland	<ul style="list-style-type: none"> • matrimonial matters (See AO/366/13 relating to matrimonial filings.) See also, Appendix B (mandatory cases)
Suffolk	<ul style="list-style-type: none"> • commercial, contract, tort (except Commercial Division matters [see Appendix B]) • tax certiorari (excluding under RPTL §730) See also, Appendix B (mandatory cases).
Tompkins	<ul style="list-style-type: none"> • all actions <u>except</u> – Mental Hygiene Law matters
Westchester	<ul style="list-style-type: none"> • matrimonial matters (See AO/139/13 relating to matrimonial filings.) See also, Appendix B (mandatory cases).

* For cases commenced prior to February 17, 2015, see AO/243/08, AO/244/08, AO/371/09, AO/395/10, AO/396/10, AO/507/10, AO/376/11, AO/468/11, AO/527/11, AO/529/11, AO/530/11, AO/531/11, AO/235/12, AO/236/12, AO/237/12, AO/238/12, AO/245/12, AO/112/13, AO/173/13, AO/222/13, AO/029/14, AO/64/14, and AO/210/14; see also, administrative orders of the Court of Claims dated 12/31/02 and 6/3/13 (www.nycourts.gov/efile).

APPENDIX A
CONSENSUAL/VOLUNTARY CASES (cont'd)
(in effect as of February 17, 2015,* unless otherwise indicated)

SURROGATE'S COURT

Allegany Cattaraugus Cortland Genesee Niagara Queens Tompkins Wyoming	<ul style="list-style-type: none"> • probate and administration proceedings • miscellaneous proceedings relating thereto • such other types of proceedings as the court may permit
Cayuga Chautauqua Erie Livingston Monroe Ontario Seneca Steuben Wayne Yates	<ul style="list-style-type: none"> • such types of proceedings as the court may permit <p>See also, Appendix B (mandatory cases).</p>

CIVIL COURT

New York City	<ul style="list-style-type: none"> • actions brought by a provider of health services specified in Insurance Law §5102(a)(1) against an insurer for failure to comply with rules and regulations promulgated by the Superintendent pursuant to Insurance Law §5108(b)
------------------	--

COURT OF CLAIMS

Albany District (Albany, Clinton, Columbia, Essex, Franklin, Greene, Rensselaer, Saratoga, Schenectady Ulster, Warren, Washington)	<ul style="list-style-type: none"> • claims for personal injury or property damage
New York District (Bronx, Kings, Nassau, New York, Queens, Richmond, Suffolk)	<ul style="list-style-type: none"> • claims for personal injury or property damage

* For cases commenced prior to February 17, 2015, see AO/243/08, AO/244/08, AO/371/09, AO/395/10, AO/396/10, AO/507/10, AO/376/11, AO/468/11, AO/527/11, AO/529/11, AO/530/11, AO/531/11, AO/235/12, AO/236/12, AO/237/12, AO/238/12, AO/245/12, AO/112/13, AO/173/13, AO/222/13, AO/029/14, AO/64/14, and AO/210/14; see also, administrative orders of the Court of Claims dated 12/31/02 and 6/3/13 (www.nycourts.gov/efile).

**APPENDIX B
MANDATORY CASES**

(in effect as of February 17, 2015,* unless otherwise indicated)

SUPREME COURT

Bronx	<ul style="list-style-type: none"> • medical, dental, and podiatric malpractice actions <p>See also, Appendix A (consensual/voluntary cases)</p>
Erie	<ul style="list-style-type: none"> • all actions <u>except</u> <ul style="list-style-type: none"> – CPLR Art. 78 proceedings – Election Law proceedings – in rem tax foreclosures – matrimonial matters – Mental Hygiene Law matters – RPTL § 730 proceedings
Essex	<ul style="list-style-type: none"> • tax certiorari (excluding under RPTL § 730) • eminent domain matters • foreclosure actions involving real property (but <u>excluding</u> mechanic’s liens and in rem tax foreclosure)
Kings	<ul style="list-style-type: none"> • Commercial Division matters (commercial cases as defined in 22 NYCRR §§202.70(a), (b), and (c)) <p>See also, Appendix A (consensual/voluntary cases)</p>
Nassau	<ul style="list-style-type: none"> • commercial matters (without regard to the amount in controversy) • civil forfeitures • in rem tax foreclosures • tax certiorari (including under RPTL § 730) <p>See also, Appendix A (consensual/voluntary cases)</p>
New York	<ul style="list-style-type: none"> • all actions <u>except</u> <ul style="list-style-type: none"> – CPLR Art. 78 proceedings – Election Law proceedings – matrimonial matters – Mental Hygiene Law matters
Onondaga	<ul style="list-style-type: none"> • all actions <u>except</u> <ul style="list-style-type: none"> – CPLR Art. 78 proceedings – CPLR Art. 70 proceedings – Election Law proceedings – matrimonial matters – Mental Hygiene Law matters – foreclosure actions – RPTL § 730 proceedings – name change applications – emergency medical treatment applications

Queens	<ul style="list-style-type: none"> • medical, dental, and podiatric malpractice actions <p>See also, Appendix A (consensual/voluntary cases)</p>
Rockland	<ul style="list-style-type: none"> • all actions <u>except</u> <ul style="list-style-type: none"> – CPLR Art. 78 proceedings – Election Law proceedings – matrimonial matters – Mental Hygiene Law matters <p>See also, Appendix A (consensual/voluntary cases)</p>
Suffolk	<ul style="list-style-type: none"> • Commercial Division matters (commercial cases as defined in 22 NYCRR §§202.70(a), (b), and (c)) • medical, dental, and podiatric malpractice actions • RPTL §730 proceedings • foreclosure actions addressing real property and mechanics liens <p>See also, Appendix A (consensual/voluntary cases)</p>
Westchester	<ul style="list-style-type: none"> • all actions <u>except</u> <ul style="list-style-type: none"> – CPLR Art. 78 proceedings – Election Law proceedings – matrimonial matters – Mental Hygiene Law matters <p>See also, Appendix A (consensual/voluntary cases)</p>

SURROGATE’S COURT

Cayuga Chautauqua Erie Livingston Monroe Ontario Seneca Steuben Wayne Yates	<ul style="list-style-type: none"> • probate and administration proceedings • miscellaneous proceedings relating thereto <p>See also, Appendix A (consensual/voluntary cases)</p>
--	--

* For cases commenced prior to February 17, 2014, see AO/243/08, AO/244/08, AO/371/09, AO/395/10, AO/396/10, AO/507/10, AO/376/11, AO/468/11, AO/527/11, AO/529/11, AO/530/11, AO/531/11, AO/235/12, AO/236/12, AO/237/12, AO/238/12, AO/245/12, AO/112/13, AO/173/13, AO/222/13, AO/029/14, AO/64/14, and AO/210/14; see also, administrative orders of the Court of Claims dated 12/31/02 and 6/3/13 (www.nycourts.gov/efile).