STATE OF NEW YORK COUNTY OF OTSEGO ONEONTA CITY COURT

3. OTSEGO COUNTY CLERK

		vs.	Plaintiff	NOTICE OF APPEAL
	*5.			City Court Docket No.
			Defendant	County Clerk Index No(if known)
PLEA	SETAK	E NOTICE that the above	named	
hereby	y appeals	s to the Otsego County C	ourt from a:	(Name of Appellant)
		Decision entered in the	e Oneonta City C	ourt;
		Judgment of the Small Claims/Commercial Claims Part of the Oneonta City Court enter this action in the amount of \$		
and fr	om ever	y part thereof.		
DATE	ED:			
				Signature of Appellant
				Address of Appellant
TO:				
	Name	of Opposing Party		
	Address of Opposing Party			
	2 Name	of Attorney for Opposin	g Party (if any)	
	Addre	ss of Attorney		

INSTRUCTIONS FOR SERVICE OF THE NOTICE OF APPEAL

- A PARTY TO THE ACTION CANNOT SERVE THE NOTICE OF APPEAL. IT **MUST** BE SERVED BY SOME OTHER PERSON 18 YEARS OR OLDER (CPLR 2103 (a)).
- In the event the opposing party is represented by an attorney, the Notice of Appeal must be served on the attorney AND the opposing party.
- After Personal Service or Service by Mail has been completed, an <u>Affidavit of Service</u> (see form attached) must be completed for each person that was served and sworn before a Notary Public.
- The completed Affidavit(s) of Service must be filed with the City Court along with the Notice of Appeal.