

**WILLIAMSON LAW BOOK COMPANY**

790 Canning Parkway • Victor, New York 14564

February 2023

**ORDER DESK: 1-800-733-9522**

TELEPHONE: (585) 924-3400

FAX: (585) 924-4153

**LEGAL FORMS • RECORD BOOKS • DOCKETS • LAW BOOKS • FOR LOCAL CRIMINAL COURTS  
TOWN - VILLAGE - CITY**

Forms for use with New York State Penal Law • Criminal Procedure Law • et. al.

**ALL IN PAD FORM - \$10.00 PER PAD OF FIFTY**

<u>Form No.</u>	<u>Form Description</u>	<u>CPL Section #</u>
256	Accusatory Instrument - Information .....	100.15
254	Accusatory Instrument - Misdemeanor Complaint .....	100.15
253	Accusatory Instrument - Felony Complaint .....	100.15
400	Adjournment in Contemplation of Dismissal.....	170.55-56
206	Appeal - Town - Village Court, Return on.....	450.10
412	Application and Waiver - Traffic Infractions .....	
156	Arraignment Memorandum - General.....	
156½	Arraignment Memorandum - Motor Vehicle .....	
30	Bail Receipt and Undertaking .....	520.15
36	Bail - Application for Recognizance or Bail .....	510.20-30
40	Bail - Order Approving Bail Bond .....	520.30
110	Bail - Bail Bond.....	520.20
136	Bail - Justifying Affidavit .....	520.20
150	Bail - Certificate of Release .....	510.40(3)
228	Certificate of Disposition New York Courts .....	
538	Commitment for Felony Hearing .....	180.10
258	Commitment after Felony Hearing .....	180.70
251	Commitment to Local Criminal Court .....	170.10-510.40
317	Commitment of Defendant, Imprisonment.....	430.20
58	Commitment for Failure to Pay Fine.....	420.10
426	Defendant's Plea .....	
264R	Discharge of Defendant from Custody .....	170.45-180.70
265	Discharge of Defendant - Conditional .....	Penal Law 65.05 & 65.10
33	Felony - Order Holding Defendant - After Waiver .....	180.30
316	Felony - Order Holding Defendant - After Hearing .....	180.70
263	Information - Public Intoxication - Drug - Related Cases .....	Penal Law 240.40
14	Intermittent Sentence .....	Penal Law 85.00 & 85.10
164	Jury Summons - To each Juror .....	
437	Notice of Appeal .....	
427	Notice to Defendant - Failure to Pay Fine by Mail - MV Cases .....	
514JP	Notice to Parent or Guardian - Motor Vehicle Cases .....	Sec. 1807 of V&T Law
59	Order .....	420.10 Subd. 1 (f)
296	Order for Psychiatric Examination.....	730
293-A	Order of Protection (Non-Family Offense).....	530.13
294	Order of Protection (Family Offense) .....	530.12
294-A	Order of Protection (Family Registry - Information).....	
294-B	Order of Protection Registry - Addendum .....	
264	Order to Produce Defendant .....	510.50
268	Order of Temporary Suspension of Driver's License .....	510.(3) (I)

<u>Form Number</u>	<u>Description of Form</u>	<u>C.P.L. Section #</u>
266	Order Upon Termination of Criminal Action in Favor of the Accused (Return of palmprints, fingerprints, etc.) .....	160.50
267	Order Upon Termination of Criminal Action By Conviction for a Non-Criminal Offense) .....	160.55
218	Record of Conviction - General .....	60.60 (1)
107	Report to District Attorney .....	180.30 - 180.70
16	Search Warrant - Application for .....	690.35
177	Search Warrant .....	690.45
312	Search Warrant - Inventory of Seized Property.....	690.50 (5)
158	Securing Order - Recognizance .....	510.10
190	Securing Order - Bail .....	510.10
224	Securing Order - Commitment .....	510.10
154	Subpoena - Criminal.....	610.10
155	Subpoena Duces Tecum, Blank Court.....	
105	Summons Criminal.....	130.10
257	Supporting Deposition - General .....	100.20
256-MV	Supporting Deposition - Simplified Traffic Information .....	100.20
290	Transfer to Family Court.....	FCA 813
405	Waiver of Jury Trial - by Defendant.....	320.10 (2)
292	Waiver of Right to Counsel.....	
169	Warrant of Arrest .....	120.10
178	Warrant - Bench .....	530.70

**ALL PRECEDING FORMS AVAILABLE IN PAD FORM  
\$10.00 PER PAD OF 50**

**FORMS FORMERLY AVAILABLE FROM THE STATE**

- Form 151 (INFORMATION) (COMPLAINT)** 3 part form.....sets of 50 - **\$30.00**
- Form DCJS-3207 - SECURING ORDER** 4 part form.....sets of 50 - **\$39.00**
- Form DCJS-3208 - COMMITMENT ORDER** 4 part form.....sets of 50 - **\$39.00**

**YOUTHFUL OFFENDER FORMS**

- Form No. 10 - Order Sealing Accusatory Instrument** against apparently eligible Youthful Offender .....720.10
- Form No. 11 - Youthful Offender Order** .....720.20
- Form No. 12 - Youthful Offender (Consent on Arraignment)** .....720.15
- Form No. 13 - Notice of Conviction of Youthful Offender Adjudication**.....720.35 (3)

**\$10.00 PER PAD OF 50**

**JUSTICE COURT - CIVIL FORMS - \$10.00 per Pad of 50.**

238.....Constable's Sale - Notice of	49.....Judgment - Default of	78.....Judgment - Satisfaction of
306.....Income Execution	81.....Judgment - Transcript of	153.....Subpoena - Civil
70.....Property Execution	77.....Judgment - Assignment of	163.....Summons - With Notice
48.....Judgment	303.....Income Subpoena	225-A .....Certificate of Service
71.....Property Execution with Notice to Garnishee		303-Q.....Questions for Information
91.....Application for an Order to Terminate or Sever Lease or Rental Agreement		Subpoena
92.....Order to Terminate or Sever Lease or Rental Agreement		

**FINANCIAL AFFIDAVIT - FORM FA-1**

25 - <b>\$19.50</b>	100 - <b>\$48.00</b>
---------------------	----------------------

**JUSTICE COURT - CIVIL FORMS - Summary proceedings to remove tenant. \$10.00 per Pad of 50.**

414.....Final Order to Remove - Expiration of Term	19.....Original Notice of Petition - Non-Payment of Rent
185.....Final Order to Remove - Non-Payment of Rent	21.....Petition to Remove Tenant - Non-Payment of Rent
193.....Notice to Pay Rent or Surrender Possession - 3 days	172.....Warrant to Dispose Without Trial
234.....Notice to Tenant to Remove	170.....Precept - Summary Proceedings Failure to Pay Rent
226.....Original Notice of Petition to Recover Real Property	
235.....Petition to Remove Tenant - Expiration of Term	

**CIVIL FORMS FOR SMALL CLAIMS COURT - City - Town - Village. In Pad Form - \$10.00 per Pad of 50.**

- SC-1.....Notice to Defendant
- SC-2.....Notice to Plaintiff
- SC-3.....Stipulation of Settlement
- SC-5.....Judgment Debtor / Creditor - 50 TRIPLICATE SETS - **\$30.00**
- SC-6.....Decision and Order

**OTHER LEGAL FORMS AVAILABLE - \$10.00 per Pad of 50.**

900.....Dangerous Dog - Complaint	MVL .....Lighting Defects - Charge Dismissed ..V&T 376-a4
901.....Dangerous Dog - Notice to Owner	
902.....Dangerous Dog - Order to Kill or Confine	

**JOURNAL OF NOTARIAL ACTS**

The Notary's official Journal of Notarial Acts is a valuable public record often relied on as evidence in courts of law. In addition, the Journal is a useful tool that can prevent fraud and minimize the Notary's liability by showing that reasonable care was exercised. The Journal complies with and exceeds record keeping requirements in every state. To order please specify that you want **FORM JONA**.

100 Page Book - **\$30.00**

**MARRIAGE CERTIFICATES -**

- 501A**.....Original traditional marriage service - Old English
- 501B**.....Modern, slightly longer version of the original Service.

**NOW AVAILABLE -**

**Gender Neutral Form 501A-GN OR Form 501B-GN**  
All the above forms sold by the dozen - **\$25.00 per dozen**

**Form 283** .....Certificate of Marriage - **\$8.00 per dozen**

**OFFICIAL SEALS - For Town or Village Justice. Please forward wording to be cut.**

Pocket Seal with Case..... <b>\$67.00</b>	Heavy-Duty - Cast - Small Desk Seal..... <b>\$99.50</b>
---	---

**CASE FILE FOLDERS - (ACID FREE) - BUFF COLORED**

**FORM 4-CF** - Legal Size Criminal File Folder - BUFF .....per 100 - **\$81.00**.....per 500 - **\$320.00**

**FORM 5-CF** - Legal Size Civil File Folder - BUFF .....per 100 - **\$81.00**.....per 500 - **\$320.00**



**FORM 4-CFL** - Letter Size Criminal File Folders - BUFF .....per 100 - **\$78.00**.....per 500 - **\$309.00**

**FORM 5-CFL** - Letter Size Civil File Folders - BUFF .....per 100 - **\$78.00**.....per 500 - **\$309.00**



**NOW AVAILABLE IN COLORS**

*Please specify choice of color:*

*Green • Blue • Salmon*

**FORM C4-CF** - Legal Size Criminal File Folders .....per 100 - **\$86.00**.....per 500 - **\$349.00**

**FORM C4-CFL** - Letter Size Criminal File Folders .....per 100 - **\$83.00**.....per 500 - **\$339.00**



**FILING ENVELOPES FOR VEHICLE & TRAFFIC DOCKET CASES**

*Choice of Color • White or Buff*

**\$35.00** per hundred

**DOCKETS**

<u>CRIMINAL (Simplified)</u>	<u>MOTOR VEHICLE (Simplified)</u>	<u>CIVIL</u>
300 page ..... <b>\$127.00</b>	300 page..... <b>\$127.00</b>	300 page ..... <b>\$136.00</b>
500 page ..... <b>\$169.00</b>	500 page..... <b>\$169.00</b>	500 page ..... <b>\$178.00</b>
800 page ..... <b>\$218.00</b>	800 page..... <b>\$218.00</b>	

**CIVIL DOCKET - FOR USE IN SMALL CLAIMS COURT**

100 pages - Spiral Bound with Index and Cash Record - **\$52.00**

**JUSTICE CASH BOOKS** - Required by U.J.C.A. 107 and 2019-A. Provides for entering all court receipts and disbursements - 200 page plastic bound book - **Form JC-1 - \$52.00**

**• ALSO AVAILABLE •**

**Form JC-2** - Justice Cash Journal - Loose Leaf - 200 page with Post Binder..... **\$185.00**

**Form JC-3** - Joint Bail Cash Book - Spiral Bound - 200 page..... **\$ 65.00**

**APPEARANCE TICKETS** - Criminal Procedure Law Section 150.10. Four-part carbon snap-out set - price includes printing of department name, address, etc. & pre-numbered.

250 sets - **\$160.00**    1000 sets - **\$338.50**                      3000 sets - **\$285.00** per 1000    5000 sets - **\$216.00** per 1000  
 500 sets - **\$245.00**    2000 sets - **\$305.00** per 1000    4000 sets - **\$249.00** per 1000    10,000 sets - **\$199.00** per 1000

**FAMILY COURT JUVENILE APPEARANCE TICKETS** - Form 3-3. Section 307.1 of the New York State Family Court Act. Effective date July 1, 1983. 5 part snap-out set, pre-numbered & can be imprinted with agency name or blank.

250 sets - **\$172.00**    1000 sets - **\$320.00**                      3000 sets - **\$235.50** per 1000  
 500 sets - **\$235.50**    2000 sets - **\$289.00** per 1000    4000 sets - **\$204.50** per 1000

**CUSTOM PARKING TICKETS WITH MAILER** - We now offer TWO SIZES! The smaller size measures 3 5/8" x 8" and is ideal for drop boxes and mailing. For your convenience it has a tear-off tab that can be used as a receipt. The larger size measures 4 1/4" x 8 1/2" and is suitable for mailing. Both tickets are press numbered & designed for your needs.

500 - <b>\$293.00</b>	2000 - <b>\$343.00</b> per 1000	4000 - <b>\$301.00</b> per 1000
1000 - <b>\$444.00</b>	3000 - <b>\$317.00</b> per 1000	5000 - <b>\$280.00</b> per 1000

**DOG APPEARANCE TICKETS** - Stock Form - Triplicate - Carbonless Paper

100 sets - \$ <b>80.50</b>	300 sets - <b>\$174.00</b>	500 sets - <b>\$246.00</b>
200 sets - <b>\$122.00</b>	400 sets - <b>\$212.00</b>	1000 sets - <b>\$450.00</b>

Add **\$35.00** per 100 for imprinted forms.

**LETTERHEADS AND ENVELOPES** - Please send exact copy of what is desired when ordering. Black Ink Only. Other than black ink please add 20% to below prices.

<b>LETTERHEADS</b> - 11" X 8 1/2" - (1000).....	<b>\$ 82.00</b>
<b>ENVELOPES</b> - #10 - large - (1000).....	<b>\$117.00</b>

**NYSDOT FORMS**

- UTT-26 - NOTICE OF APPEARANCE**..... 50 Triplicate sets per book • per book - **\$9.00**
- UT-21 - NOTICE OF FINE PAID / FNC UPDATE**.....50 Duplicate sets per book • per book - **\$8.50**

**JUSTICE’S REPLY TO “PLEA OF NOT GUILTY” BY MAIL**

**Form No. 428** - On carbonless paper. A four-part form. All parts press-numbered. The court acknowledges above plea, sets trial date for defendant. Part #1 to Defendant, #2 D.A. Office, #3 Police Agency, #4 Court Copy. Form eliminates Judge having to write letters to all concerned. *A real time saver.*

In Books of 25 - Four-part sets - 25 cases - **\$9.00** each.      5 Books - 125 cases - Total - **\$42.00**

**RECEIPT FOR FINE OR**

**Form 430 - Reply Form - Application Granted / Plea Accepted**  
**(Please Specify Which)**

Any of the above forms are furnished in duplicate. The stock form is available for limited use. It does NOT have your Court Name or Address on it. The SPECIAL FORMS ON CARBONLESS PAPER includes your Court Name and Address and is pre-numbered as you desire.

	<u>Stock Format on Carbonless Paper</u>	<u>Special Format on Carbonless Paper</u>
Each Book .....	<b>\$ 8.50</b>	
10 Books (500 Duplicate Sets).....	<b>\$ 69.50</b>	<b>\$107.00</b>
20 Books (1000 Duplicate Sets).....	<b>\$105.00</b>	<b>\$149.00</b>

**RECEIPT FOR FINE OR REPLY FORMS - 3 on a sheet - Carbonless Paper**

These are the same forms as above except that they are printed in duplicate with three forms per page on carbonless paper. They are plastic bound in books that lie flat while using. Approximate size is 8½” x 11”. These books are imprinted with your Court Name, Address, etc. and are pre-numbered.

600 Sets ( 4 Books).....	<b>\$124.00</b>	1200 Sets ( 8 Books).....	<b>\$192.00</b>
1800 Sets (12 Books).....	<b>\$276.00</b>	2400 Sets (16 Books).....	<b>\$312.00</b>
3600 Sets (24 Books).....	<b>\$384.00</b>	4200 Sets (28 Books).....	<b>\$441.00</b>

**RECEIPT FOR BAIL - IN TRIPLICATE**

This RECEIPT FOR BAIL is printed in accordance with CPL 520.15 Sub. 2. A Stock Form is available on carbonless paper (NO IMPRINT) as well as our special imprinted receipts, with Department or Court Name, Address, etc., and they are pre-numbered.

	<u>Stock Format on Carbonless Paper</u>	<u>Special Format on Carbonless Paper</u>
Each Book .....	<b>\$ 9.00</b>	
10 Books ( 500 Receipts).....	<b>\$ 81.00</b>	<b>\$116.50</b>
20 Books (1000 Receipts).....	<b>\$117.00</b>	<b>\$169.00</b>

**NOW AVAILABLE: LASER PRINTER RECEIPTS -****Laser Printer Receipts for use with the SEI CourtRoom Software Program.**

These are two part numbered receipts with your court seal screen printed onto them. The State now requires these receipts be "press" numbered.

500 - **\$71.00****\$112.00** per 10002000 up **\$99.00** per 1000**ACKNOWLEDGMENT OF RIGHTS - IN TRIPLICATE SETS - CARBONLESS PAPER**

**Form No. 490** - Three-part set of forms for advising the rights of the defendant as to statements made, right to be represented by an attorney. Signed by defendant, date, time and witnessed signature. Imprinted with County, City, Village or Town Name; Name of Department and Address. Please furnish desired printing information.

100 Sets - **\$59.50**500 Sets - **\$184.00**1000 Sets - **\$263.00****VOLUNTARY STATEMENT - IN FOUR-PART SETS - CARBONLESS PAPER**

**Form No. 496** - Four-part set of forms for taking statements or affidavits. Consists of large words VOLUNTARY STATEMENT at top, with space for Name of Department or Agency, followed by formal opening paragraph including right to a lawyer, etc. - Form closes with witnessed signature and / or sworn acknowledgment.

**Form No. 497** - For longer statements we have second or continuation pages also available in four-part sets. These are the same as Voluntary Statement forms *EXCEPT* the heading and opening is omitted, but closing signature and acknowledgment is retained. Size of BOTH forms is 11" x 8½".

**PRICES OF EITHER STOCK FORM**100 Sets - **\$80.00**500 Sets - **\$246.00**1000 Sets - **\$329.00****WILLIAMSON LAW BOOK CO.**

790 Canning Pkwy.

Victor, New York 14564