

**UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF NEW YORK**

-----X

_____,
Plaintiff(s),

-against-

**REQUEST FOR
CERTIFICATE OF
DEFAULT**

-CV-

SAMPLE

_____,
Defendant(s).

-----X

TO: BRENNA B. MAHONEY
UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF NEW YORK

Please enter the default of defendant(s), _____,
pursuant to Rule 55(a) of the Federal Rules of Civil Procedure for failure to plead or otherwise
defend this action as fully appears from the court file herein and from the attached affirmation of
_____.

Dated:

By: _____
(Signature)
(Print Name of Plaintiff Pro Se)
(Address)
(Telephone Number)
(E-mail address)

**UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF NEW YORK**

-----X

Plaintiff(s)

-against-

SAMPLE

**AFFIRMATION IN SUPPORT
OF
REQUEST FOR CERTIFICATE
OF DEFAULT**

CV - - ()

Defendant(s).

-----X

_____ hereby declares as follows:

1. I am the plaintiff in this action.
2. This action was commenced pursuant to_____.
3. The time for defendant(s),_____, to answer or otherwise move with respect to the complaint herein has expired.
4. Defendant(s),_____, has not answered or otherwise moved with respect to the complaint, and the time for defendant(s) _____ to answer or otherwise move has not been extended.
5. That defendant(s)_____ is not an infant or incompetent. Defendant(s)_____ is not presently in the military service of the United States as appears from facts in this litigation.
6. Defendant(s)_____ is indebted to plaintiff, _____, in the following manner (state the facts in support of the claim(s)):

**UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF NEW YORK**

-----X

_____,
Plaintiff(s),

**CERTIFICATE OF
DEFAULT**

-against- **SAMPLE**

CV - - ()

_____,
Defendant(s).

-----X

I, Brenna B. Mahoney, Clerk of Court of the United States District Court for the Eastern District of New York, do hereby certify that the defendant _____ has not filed an answer or otherwise moved with respect to the complaint herein. The default of defendant _____ is hereby noted pursuant to Rule 55(a) of the Federal Rules of Civil Procedure.

Dated: _____, New York
, 20____

BRENNA B. MAHONEY, Clerk of Court

By: _____
Deputy Clerk

**UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF NEW YORK**

-----X

_____,
Plaintiff(s),

-against-

**MOTION FOR
DEFAULT JUDGMENT
CV - - ()**

SAMPLE

_____,
Defendant(s).

-----X

Plaintiff _____ hereby moves the Court pursuant to Federal Rule of Civil Procedure 55 (b) and Local Civil Rule 55.2 to enter default judgment in favor of plaintiff and against defendant(s) _____ on the grounds that said defendants(s) failed to answer or otherwise defend against the complaint.

Dated:

(Signature)

Print Name of Plaintiff Pro Se

Address

TO: (Put Name and Address of
Each Defendant(s) or Defense Attorney)

**UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF NEW YORK**

-----X

_____ ,

**AFFIRMATION IN SUPPORT
OF MOTION FOR DEFAULT
JUDGMENT**

Plaintiff(s)

-against-

CV - - ()

SAMPLE

_____ ,

Defendant(s).

-----X

_____ hereby declares as follows:

1. I am the plaintiff in this action.
2. This action was commenced pursuant to _____.
3. The time for defendant(s), _____, to answer or otherwise move with respect to the complaint herein has expired.
4. Defendant(s), _____, has not answered or otherwise moved with respect to the complaint, and the time for defendant(s) _____ to answer or otherwise move has not been extended.
5. That defendant(s) _____ default has been noted by the Clerk of Court. A copy of the Certificate is attached hereto.
6. Defendant(s) _____ is indebted to plaintiff, _____, in the following manner (state the facts in support of the claim(s)):

WHEREFORE, plaintiff_____requests that a default judgment be entered in favor of plaintiff_____and against defendant(s)_____.

I declare under penalty of perjury that the foregoing is true and accurate to the best of my knowledge, information and belief, that the amount claimed is justly due to plaintiff, that no part thereof has been paid, and that the disbursements sought to be taxed have been made in this action or will necessarily be made or included in this action.

Dated:

By:_____

(Signature)
(Print Name of Plaintiff Pro Se)
(Address)
(Telephone Number)
(E-mail address)

**UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF NEW YORK**

-----X

_____,
Plaintiff(s),

AFFIRMATION OF SERVICE
CV - - ()

-against-

_____,
Defendant(s).

-----X

I _____ declare under penalty of perjury that I
have served a copy of the attached _____

_____ upon _____

by mailing it to _____

_____ whose address is: _____

Dated:

Signature

Address

City, States & Zip Code