Civil Court of the City of New York COUNTY OF _ Housing Part Index No. HP ORDER TO SHOW CAUSE DIRECTING THE Tenant(s)/Petitioner(s), CORRECTION OF VIOLATIONS against (H.P. Action) Premises: (Street Address & Apt. No.) Landlord(s)/Respondent(s) Name and Address (Borough & Zip Code) The Department of Housing Preservation and Development, (DHPD) Upon the annexed Verified Petition of the above named Petitioner(s), sworn to on___ Let the Respondent(s) or Respondent's attorney(s) show cause at the: Civil Court of the City of New York Housing Part: Located at: On: at 9:30 AM. or as soon thereafter as counsel may be heard, why an Order should not be made: DIRECTING the Respondent(s) to correct the violation(s) alleged in the annexed Verified Petition, and upon failure to do so within the time set for certifying the correction of such violation(s) pursuant to Section 27-2115(c) of the Administrative Code of the City of New York, for an order directing the DHPD to enter a judgment against the Respondent(s) for the penalties stated in Section 27-2115(a) of the Administrative Code and/or granting such other and further relief as may be just. Service of a copy of this Order, together with the annexed Verified Petition, upon the Respondent(s) (by Certified Mail, Return Receipt Requested/personally) and also upon the Department of Housing Preservation and Development by Certified Mail, Return Receipt Requested, on or before _ ____, as permitted by Section 27.2115(j) of the Administrative Code, shall be deemed good and sufficient. Proof of such service may be filed in the Clerk's Office of Housing Part before the return date of this Order to Show Cause, or on the date of trial with the Clerk in the Part indicated above. If the Respondent is registered with the Department of Housing Preservation and Development, personal service or mailing may be made to the Respondent at the address indicated in such registration. Mailing to the DHPD shall be made to the: Department of Housing Preservation and Development Housing Litigation Bureau 100 Gold Street New York, NY 10038 Date Judge, Housing/Civil Court

Civil Court of the City of New York COUNTY OF __ [PLEASE PRESS HARD] Housing Part Index No. HP ____ VERIFIED PETITION IN SUPPORT OF AN ORDER TO SHOW CAUSE Tenant(s)/Petitioner(s), Directing The Correction of Violations against (NYCCCA, Section 110(a) and Administrative Code of the City of New York, Section 27-2115) Landlord(s)/Respondent(s) and (Address of Tenant/Petitioner) The Department of Housing Preservation and Development, (DHPD) PETITION , the Petitioner, am the tenant of the above apartment. The Respondent(s) is/are the owner(s) or agent(s) of the owner of the subject premises. The Respondent(s) has/have violated the Administrative Code of the City of New York in that the following condition(s) presently existing in my apartment has/have not been corrected: (List condition(s)). _____ (4) _____ _____ (6) _____ 4. Administrative Code of the City of New York, Section 27-2115. Allegations. Tenant's Initials I have filed a complaint with the Division of Code Enforcement. The Division issued a Notice of Violation. More than 30 days have elapsed. Said violation has not been cured nor has a Certification of Correction been filed with the Division of Code Enforcement. _ I have filed a complaint with the Division of Code Enforcement. More than 30 days have elapsed. The Division has failed to issue a Notice of Violation. _ In accordance with the Directive of the Department of Housing Preservation and Development of February 11. 1977, and because the above listed conditions constitute an emergency or a danger to the life, health and safety of the tenant(s), I request that prior notification to the Department of Housing Preservation and Development be waived. 5. I have requested of the Clerk of Housing Court that an inspection of the premises by the Division of Code Enforcement be ordered. I further request that: (a) if no inspection report is available on the date of the hearing, that testimony be taken and a violation be placed. (b) an order be made directing the owner to correct the violation, and upon the failure to do so within the time set for certifying the correction of such violation pursuant to 27-2115(c) of the Administrative Code, for an order directing DHPD to enter the judgment against the respondent for the penalties stated in Section 27-2115(a) of the Administrative Code. (c) permission be granted to serve these papers myself. 6. I have/have not made prior application for the relief sought herein. Signature of Tenant/Petitioner VERIFICATION State of New York, County of _____ _, being duly sworn, deposes and says: that s/he is the petitioner named above, that petitioner has read the petition and knows the truth of the contents thereof except as to those matters alleged to be on information and belief, and as to those matters petitioner believes them to be true. Sworn to before me this _____ day of ______, 20____ Signature of Tenant/Petitioner