



NASSAU COUNTY CLERK  
240 Old Country Road  
Mineola, New York 11501  
(516) 571-1441

## REQUEST FOR CERTIFICATES IN SURPLUS MONEY PROCEEDING

### **I. Contact Information:**

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Date: \_\_\_\_\_

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### **II. Certificate(s) Requested:**

Certificate of Claims and Appearances

Certificate of No Exceptions

### **III. Case Information:**

Index No.: \_\_\_\_\_

Plaintiff: \_\_\_\_\_

Defendant: \_\_\_\_\_

### **IV. Fee:**

Each certificate is \$5.00. You may pay either in cash, check or money order. Check or money order must be made payable to the "Nassau County Clerk."

Fee submitted with this request.

### **V. Method of Delivery:**

Mail the certificate(s) to me at the above address when completed (fee must be attached).

Please call me at the above telephone number when ready to be picked up.

**PLEASE NOTE: Certificates will not be issued unless the Referee's Report of Sale has been filed.**