



New York City Department of Finance • Sheriff Division



EVICTIION FORM #2

Submit this form when the sheriff is to proceed with an eviction that requires the removal of personal property and the services of a vendor, such as a locksmith, moving van, etc.

Re:

PLAINTIFF

vs.

DEFENDANT

SHERIFF'S CASE # _____

I understand that the enforcement of the court process issued in the above referenced matter will require the services of a private vendor (mover, storage facility, locksmith, etc.) I further understand that I may select any mover/storage facility duly licensed by both the Department of Consumer Affairs and Department of Transportation that is adequately insured, and any other necessary private vendor required by the Sheriff that is adequately insured and properly licensed, within the five counties of NYC. We will require that you provide a copy of the contract(s) indicating that both moving charges and two (2) months storage have been paid. It is further agreed that during this period of time, said charges will **NOT** become a lien upon the stored property.

I hereby elect to select the necessary vendor who will proceed upon the Sheriff's direction, **and I will be fully responsible for the costs thereof.**

Signature (Plaintiff or Plaintiff's Attorney)

Print Name

Vendor's Name

Vendor's License Number

Vendor's Address (Number & street, City, State, Zip)

Signature of Officer or Authorized Agent of Warehouse

Title

Date