

Queens Supreme Court - Civil Term
88-11 Sutphin Blvd , Jamaica, New York 11435
and
25-10 Court Square, Long Island City, New York 11101

TEMPORARY RELOCATION (Revised)

Effective **Monday, March 23, 2020**, and until further notice, Queens Supreme Court– Civil Term court operations will temporarily relocate to **Queens Civil Court located at 89-17 Sutphin Boulevard, Jamaica, New York 11435, courtroom 301.**

As per the Administrative Order of the Chief Administrative Judge of the Courts Lawrence Marks dated March 22, 2020, (AO/78/20), no papers shall be accepted for filing by a county clerk or a court in any matter of a type not included on the list of essential matters below. The directive applies to both paper and electronic filings:

1. Mental Hygiene Law (MHL) applications and hearings addressing patient retention or release;
2. MHL hearings addressing the involuntary administration of medication and other medical care;
3. newly filed MHL applications for an assisted outpatient treatment (AOT) plan;
4. emergency applications in guardianship matters;
5. temporary orders of protection (including but not limited to matters involving domestic violence);
6. emergency applications related to the coronavirus;
7. emergency Election Law applications;

8. extreme risk protection orders (ERPO);
9. any other matter that the Court deems essential.

Emergency applications must be accompanied by an emergency affidavit/affirmation. All applications will be heard by the Emergency Judge sitting in **Queens Civil Court, Courtroom 301**, after payment of any required filing fee. Applications which require the payment of a filing fee will not be submitted for consideration to the Emergency judge without proof of prior payment of the required filing fee. **Filing fees can only be paid at the relocated Office of the Queens County Clerk** as set forth below.

Effective **Monday, March 23, 2020**, and until further notice, the Office of the Queens County Clerk will be temporarily relocated to 89-17 Sutphin Boulevard, Jamaica NY 11435, Room 244. **Filing fees can only be paid at the relocated Office of the Queens County Clerk.** Please note that filing fees are payable to the Queens County Clerk.

If you have any questions, you may contact the court at (718) 298-1140.