



Sean M Walter  
Town Justice

Please read the following information. If you need assistance, please call (631) 727-3200 ext. 221 or ext. 220.

- Thank you.

**PLEASE MAKE SURE THAT ALL INFORMATION ON THE APPLICATION IS SPELLED PROPERLY AND THAT A LEGAL STREET RESIDENCE IS LISTED IN ADDITION TO ANY P.O. BOX.**



**Riverhead Justice Court**  
**210 Howell Avenue**  
**Riverhead, New York 11901**  
**Phone 631-727-3200 ext. 221 or ext. 220**  
**Fax 631-727-8283**

### **SMALL CLAIMS APPLICATION**

**FILING FEE:** \$10.00 for claims 1,000.00 or less  
\$15.00 for claims \$1,001.00 - \$3000.00

ACCEPTABLE FORMS OF PAYMENT ARE CASH OR CREDIT CARD IN PERSON OR MONEY ORDER ONLY BY MAIL

**PLAINTIFF'S NAME** \_\_\_\_\_

**Street Address** \_\_\_\_\_

**Town, State, Zip Code** \_\_\_\_\_

**PO Box, Town, State, Zip Code** \_\_\_\_\_

**Telephone & Email Address** \_\_\_\_\_

**DEFENDANT'S NAME** \_\_\_\_\_

**\*Street Address** \_\_\_\_\_

**Town, State, Zip Code** \_\_\_\_\_

**PO Box, Town, State, Zip Code** \_\_\_\_\_

**Telephone** \_\_\_\_\_

**\*Address must be in the Town of Riverhead\***

**Amount of suit \$** \_\_\_\_\_

**Explanation** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SIGNATURE** \_\_\_\_\_

**Please use "legal" names.** If you do not know the legal business name of the company you are suing, you can go to the County Clerk's Office located at 310 Center Drive, Riverhead, NY 11901 (631-852-2000) to obtain that information.