

Sample letter to initiate a “motion” to claim surplus funds “paid into court” after the foreclosure sale of mortgaged property - Supreme or Surrogate Courts Only.

June 20, 2022

Cortland County Clerk
46 Greenbush St.
Suite 105
Cortland, NY 13045

Claimant Contact Information

Full Name
Address
City, State Zip Code
Phone Number
Email

Supreme Index # and/or Surrogate File #:

Subject: NBT Bank vs George Smith, Jerry Smith
Index No. EF 21-352, RJI No. 2018-0569-C

Justification:

I was the joint owner of 450 Elm St, Boxcar, NY 12222 before the mortgaged property was foreclosed and auctioned. I would like to claim any surplus funds that exist after the sale of the property.

County fee charged to initiate the motion

Enclosed is \$45.

Sincerely,

Claimant Signature

Sworn to before me this _____ day of _____, 202_____

Notary

The County Clerk will file a “motion” with the court in question and the court will correspond with claimant to provide additional documentation or information.