



## Important Information to Know If You Get a Summons for a Civil Violation:

All hearings, trials, and other OATH operations are being conducted by telephone, videoconferencing, online, or mail, and OATH will **ONLY** allow in-person appearances in pre-approved circumstances.

### **FOR CASES INVOLVING SUMMONSES OR TICKETS:**

#### **Hearings:**

Your hearing will still occur on your hearing date, but you **must** contact OATH to schedule your telephone hearing. The easiest way to schedule your hearing by phone is to fill out the form found at [nyc.gov/oathphone](https://nyc.gov/oathphone). Please submit the request at least 3 days before your scheduled hearing.

Or you can schedule your hearing by telephone by emailing the hearing location where your hearing is scheduled to occur. You must email OATH before your scheduled hearing date.

Bronx: [RemoteBronx@oath.nyc.gov](mailto:RemoteBronx@oath.nyc.gov)

Staten Island: [RemoteSI@oath.nyc.gov](mailto:RemoteSI@oath.nyc.gov)

Brooklyn: [RemoteBKLYN@oath.nyc.gov](mailto:RemoteBKLYN@oath.nyc.gov)

Manhattan: [RemoteManhattan@oath.nyc.gov](mailto:RemoteManhattan@oath.nyc.gov)

Queens: [RemoteLIC@oath.nyc.gov](mailto:RemoteLIC@oath.nyc.gov)

All requests for an in-person hearing must be emailed to [livehearings@oath.nyc.gov](mailto:livehearings@oath.nyc.gov) at least five (5) business days before the scheduled hearing date.

You can also respond by submitting your defense online or by mail if your summons is eligible. Go to [nyc.gov/oath](https://nyc.gov/oath) for details.

#### **Rescheduling your case:**

Each summons can be rescheduled once. To request to reschedule your hearing you must submit the online form found at [nyc.gov/oath/reschedule](https://nyc.gov/oath/reschedule) before the scheduled hearing date.

Text *OATHreminder* to (917) 451-8829 to get text message reminders about your case.

#### **For payments and other issues:**

Payments can be made via OATH's website at [nyc.gov/oath](https://nyc.gov/oath), or in person at OATH's offices at 66 John St., 10<sup>th</sup> Floor, Manhattan, or 31-00 47<sup>th</sup> Ave., 3<sup>rd</sup> Floor, Long Island City. For questions about payments or scheduling issues email [clerksoffice@oath.nyc.gov](mailto:clerksoffice@oath.nyc.gov) or call 1-844-OATH-NYC (1-844-628-4692).

#### **OATH Help Center:**

If you are representing yourself and you would like a one-on-one consultation about your rights and the hearing process, call the OATH Help Center at (212) 436-0845 or email [Manhelpcenter@oath.nyc.gov](mailto:Manhelpcenter@oath.nyc.gov).

- For dedicated small business assistance: email [Smallbizhelp@oath.nyc.gov](mailto:Smallbizhelp@oath.nyc.gov)
- For dedicated veteran's assistance: email [veteranshelp@oath.nyc.gov](mailto:veteranshelp@oath.nyc.gov)
- For dedicated senior citizen help: email [seniorshelp@oath.nyc.gov](mailto:seniorshelp@oath.nyc.gov)

To learn more about Mediating Establishment and Neighborhood Disputes (MEND NYC) visit [nyc.gov/mendnyc](https://nyc.gov/mendnyc)