STATE OF NEW YORK
COURT OF CLAIMS
---**x**

                              Claimant(s)   Claim No. _____

        - against -   Assigned Judge: _____

                                                  <u>Letter Application to Convert</u>
                              Defendant(s).   <u>Pending Action to E-Filing</u>
---**x**

     I, _____, a party in this matter, counsel in good standing representing a party in this matter, and/or counsel admitted pro hac vice, hereby respectfully request that the Court authorize the use of the New York State Courts Electronic Filing System ("NYSCEF") in this case and direct the Clerk of the Court to convert this matter to electronic form pursuant to 202.5-b(b)(2)(iv) and 206.5-aa of the Uniform Rules of the Trial Courts.

     Pursuant to 202.5-b(b)(2)(iv) and 206.5-aa, I have attached proof of service of this application to all parties. Upon receipt of notification of the conversion of this matter to electronic form by the Clerk of the Court, I will serve all parties with a *notice of conversion to e-filing form* and will file proof of that service via NYSCEF*.*

Dated: _____

Attorney [   ] Pro Hac [   ] Party (unrepresented) [   ]

Signature: _____   Print Name: _____

Attorney Representing - (Identify Party):   _____

Firm Name: _____   Address: _____

E-mail: _____   Phone#: _____

FOR COURT USE:

[   ] application is **APPROVED**; and the Clerk is directed to convert this matter to electronic form.

[   ] application is **NOT APPROVED.**

Dated: _____

_____
Hon.