

PRO SE OFFICE  
UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF NEW YORK  
DANIEL PATRICK MOYNIHAN UNITED STATES COURTHOUSE  
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NEW YORK, NEW YORK 10007

J. MICHAEL McMAHON  
CLERK OF COURT

# IMPORTANT NOTICE

## Regarding SDNY *Pro Se* Manuals

On July 1, 2007, a revised edition of the Manual for *Pro Se* Litigants Appearing Before the United States District Court for the Southern District of New York was published and is now available to the public. **Any member of the public may purchase a 2007 Manual from the Court for \$15.00.** The 2007 Manual, along with the forms therein, will soon be available on the *Pro Se* Page of the Southern District of New York's Website, [www.nysd.uscourts.gov](http://www.nysd.uscourts.gov).

The *Pro Se* Office will distribute one free copy of the 2007 Manual to each *pro se* litigant who has been granted *in forma pauperis* status pursuant to 28 U.S.C. § 1915 to bring a civil action after July 1, 2007. The following conditions apply:

- ◆ The 2007 Manual will not be given to litigants bringing *habeas corpus* petitions.
- ◆ The 2007 Manual will not be given to litigants bringing social security cases pursuant to 42 U.S.C. § 405.
- ◆ The 2007 Manual will not be given to litigants whose cases were *sua sponte* dismissed pursuant to 28 U.S.C. § 1915(e)(2) or whose cases were transferred to another United States District Court.
- ◆ Only one free 2007 Manual will be given to each litigant. A litigant who has more than one civil action pending in this Court will not be given another free 2007 Manual.

If you have any questions regarding the new Manual or the procedures of the Southern District of New York, you may contact the *Pro Se* Office by writing or calling (212) 805-0175 during our normal business hours, 8:30am - 5:00pm, Monday - Friday (except federal holidays). Please note that the Court cannot accept collect calls.