

Re: Process Server Organization Located Outside the City of New York Needs a Process Server Organization License (cont.).

Accordingly, when any organization assigns, distributes or delivers process to another person for actual service of the process in the City of New York five or more times in any calendar year, it is “engaged in the business of serving” in the City of New York and Subchapter 23 of the Code applies. Thus, the organization must obtain a process server organization license and it is of no consequence where the company is actually located.

Please feel free to telephone or e-mail me if you have any further questions. My telephone and e-mail address are noted above.

Sincerely,

A black rectangular redaction box covers the signature area. A vertical line extends downwards from the bottom center of the box.