

EXHIBIT I
CORRESPONDENCE CHIEF
ADMINISTRATIVE COURT

ADMINISTRATIVE COURT
CORRESPONDENCE CENTER
EXHIBIT I



NEW YORK STATE
Unified Court System

OFFICE OF COURT ADMINISTRATION

LAWRENCE K. MARKS
CHIEF ADMINISTRATIVE JUDGE

JOHN W. McCONNELL
COUNSEL

January 16, 2018

Mr. Miguel de los Santos
14A5516
Shawangunk Correctional Facility
P.O. Box 700
Wallkill, New York 12589

Dear Mr. de los Santos:

In response to your correspondence, please be advised that Flora Duffy was employed as an Associate Court Clerk in 2002.

In the event you seek copies of official court records, including an arrest warrant regarding the presiding judge who ordered the warrant, please be advised that access to court records is governed by section 255 of the Judiciary Law. The clerk of the court where the matter was handled typically is the custodian of records, and as such, you should direct the section 255 request to the clerk, identifying the case name and indictment number, as well as the specific court record sought, to permit the clerk to conduct a search for any responsive existing record and assess the search, copy, and certification fees consistent with the fee schedules set forth in CPLR Article 80.

The Chief Clerk of the Supreme Court, New York County, Criminal Term is located at 100 Centre Street, New York, New York 10013.

You also may wish to contact the attorney who represented you in the 2002 criminal matter.

Very truly yours,

Shawn Kerby
Assistant Deputy Counsel