



CRIMINAL DIVISION

Superior Court of New Jersey – Essex Vicinage
Veterans Courthouse (VCH), 50 West Market Street, Newark, New Jersey 07102

General Information: (973) 776-9029

www.judiciary.state.nj.us/essex/criminal/index.htm

Criminal Division forms are available at www.judiciary.state.nj.us/prose/index.htm#criminal

Bail Unit

Location: Room 118, VCH

Telephone: (973) 776-9300 ext. 56892

Bail on indictable cases can be posted between the hours of 8:30 a.m. and 4:00 p.m. in Room 118. Bail reductions may be requested by the defendant's attorney in Room 912, VCH. To have bail monies returned after the final disposition of a case has been made, you must apply at the Bail Unit, Room 118. Bring valid identification and your copy of the bail forms with you.

Criminal Administration

Location: Room 912, VCH

Telephone: (973) 776-9300 ext. 55938

Processes individual requests for a public defender.

Central Judicial Processing Court (CJP)

Location: Room 502, VCH

Telephone: (973) 776-9300 ext. 55949

The court in which defendants make their first court appearance following the filing of an indictable complaint against them.

Criminal Case Management/Records Office

Location: Room 912, VCH

Telephone: (973) 776-9300 ext. 55931/55932

This office provides copies of criminal documents for Superior Court cases and for cases that were downgraded from the Superior Court level to a non-indictable offense in Special Remand Court. Documents that may be requested include copies of a judgment of conviction and/or a court disposition. The following forms may be obtained from the criminal records office:

Expungement Application Packets

- The filing fee for the expungement application is \$75.
- Individuals with inquiries may call (973) 776-9300 ext. 56923

Municipal Court Appeal Packets

- The filing fee for a municipal court appeal is \$100.
- Individuals with inquiries may call (973) 776-9300 ext. 55749

Special Remand Court

Location: Room 504, VCH

Telephone: (973) 776-9300 ext. 55997

Supervisor (973) 776-9300 ext. 55951

This court handles cases with indictable charges that were downgraded by the Prosecutor's Office to lesser offenses prior to the indictment stage.

Pretrial Intervention Program (PTI)

Location: Room 912, VCH

Telephone: (973) 776-9300 ext. 55931 / 55932

PTI is a diversionary program which offers criminal defendants who have been charged with certain indictable offenses an alternative to prosecution and conviction. Upon acceptance into the program, the judge postpones all further court proceedings against the defendant for a period of up to three years. Probation officers supervise defendants to ensure compliance with court orders.

RELATED OFFICES

Prosecutor's Office

Location: 3rd floor, VCH

Telephone: (973) 621-4700

Public Defender's Office

Location: 31 Clinton Street, Newark, NJ 07102

Telephone: (973) 648-6200

Individuals may obtain applications for a public defender in Room 912, VCH.

Essex County Sheriff's Office

Location: 2nd Floor, VCH

Telephone: (973) 621-4111

Essex County Correctional Facility

Location: 354 Doremus Avenue, Newark, NJ 07105

Telephone: (973) 274-7500

OTHER IMPORTANT COURT INFORMATION

Office of the Ombudsman and Information & Community Relations Center

Location: Rooms 101 and 132, Veterans Courthouse
50 W. Market Street, Newark, NJ 07102

Telephone: (973) 776-9300 ext. 56886

The Ombudsman is a neutral staff person who answers questions, addresses concerns from the public and is responsible for enhancing customer service in the courts. The Ombudsman and staff in the Information and Community Relations Center provide public information, community relations and court user assistance services.

Public Access Computer Terminal

Location: 1st Fl., Room 132, Veterans Courthouse

Court users may access public civil, criminal, matrimonial and appellate case information.

Interpreting Services

Individuals who need an interpreter should inform court staff in the court to which their cases have been assigned.

Payments: Finance / Cashier Window, Room 118, VCH

Telephone: (973) 776-9300 ext. 56892

Fees for civil and criminal matters are processed here. Individuals must make all necessary copies before coming to the window.

Transcript Requests: Room 1012, VCH

Telephone: (973) 776-9300 ext. 56885

This office receives processes and monitors court transcripts and provides them as a matter of public record for all cases.

ADA Information

Individuals who need an accommodation for a disability may call (973) 776-9300 ext. 55707. TTY/TDD (voice) dial 711 for New Jersey Relay Service.

