



Attorney Applications – Release Notes

05/17/2024


Attorney Registration

| | |
|---|--|
|  | Links to certain forms inside Attorney Registration have been updated. For more information click here . |
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Employer Registration

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|  | A link to an address deletion form inside Employer Registration has been updated. For more information click here . |
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Attorney Search

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|  | Links to Attorney Good Standing definitions have been updated inside the Attorney Search application. For more information, click here . |
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Link Updates in Attorney Registration

After logging in with a Bar ID, the following links have been updated inside attorney registration:

Information you will need to proceed is now correctly linked to:

<https://library.njcourts.gov/files/automated-trial-court-services/attorney-applications/infottoproceed.pdf>

Attorney Registration and Payment Process


New Jersey attorneys are required to electronically file a registration statement annually in a form prescribed by the Administrative Director of the Courts with approval of the Supreme Court and to pay an assessment in an amount determined by the Supreme Court. That registration statement requires the attorney to provide information related to the attorney's email address and cell phone number, pro bono status, continuing legal education (if applicable) and to pay the applicable assessment.

By Order of the Supreme Court dated July 29, 2019, Rule 1:20 and Rule 1:21 were amended to require attorneys to provide "an email address and a cell phone number." That information will be used for official Judiciary business purposes and will not be accessible to the public, unless the email address is also used for electronic filing notifications. Additionally, the cell phone number and/or email address will be utilized by the Judiciary for two-factor authentication. Attorneys are required to update any changes to their cell phone number or email address within 30 days of the change.

The annual assessment is used to support the attorney discipline system, the Lawyers' Fund for Client Protection, the Board on Continuing Legal Education, the Board of Bar Examiners and the New Jersey Lawyers Assistance Program. The deadline for payment without the \$40 late fee is February 29, 2024. Attorneys who fail to register and pay the annual assessment by April 26, 2024 will be declared ineligible to practice law by Order of the Supreme Court. Attorneys who remain ineligible list for seven consecutive years will be administratively revoked by the Supreme Court.

Note: Ineligible attorneys may use the Annual Registration and Payment Center only if the attorney intends to pay the entire balance due or to claim an exemption for the entire period of ineligibility. Should you have any questions about ineligibility please contact the Lawyers' Fund for Client Protection at 855-533-FUND (3863) for assistance.

Please be advised that the system is down for maintenance Monday - Saturday from 11:00 p.m. - 3:00 a.m., and on Sunday from 7:00 a.m. - 9:00 a.m.


 [Begin Registration](#)
Information and instructions for Annual Registration
[Information you will need to proceed](#)

The **electronic devices policy** is now correctly linked to:

<https://www.njcourts.gov/sites/default/files/notices/2020/04/n200427a.pdf>

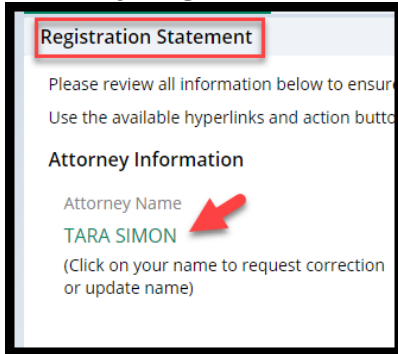
Electronic Devices in New Jersey Courtrooms

I agree to comply with the guidelines adopted by the Supreme Court governing the use of electronic devices in courtrooms.

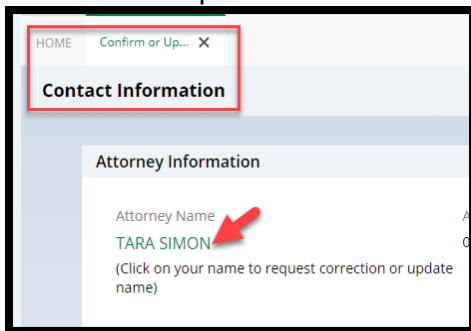
To view these Guidelines, click [here](#). 

In all places the **attorney name change form** displays, it is now correctly linked to: <https://library.njcourts.gov/files/automated-trial-court-services/attorney-applications/namechange.pdf>

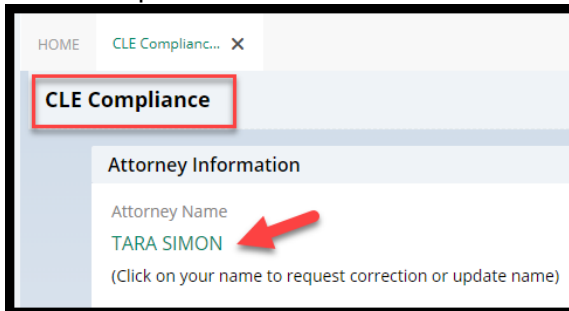
1) Attorney Registration



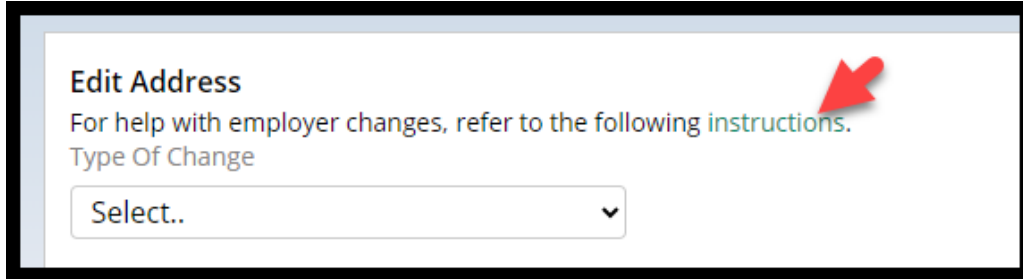
2) Confirm or Update Contact Information



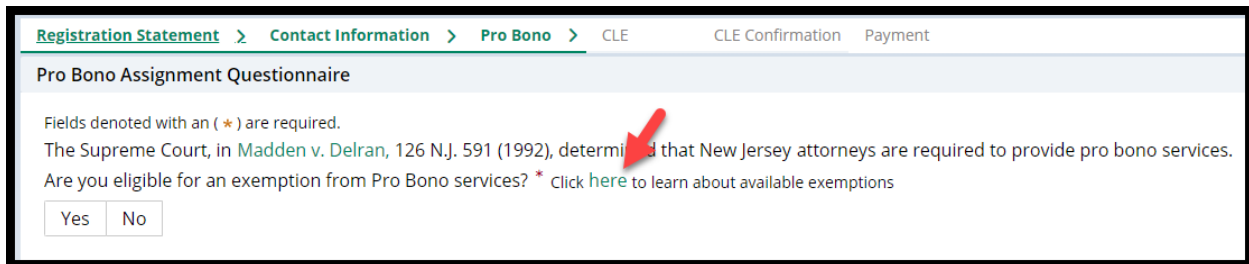
3) CLE Compliance



The **instructions for editing an employer address** are now correctly linked to: <https://library.njcourts.gov/files/automated-trial-court-services/attorney-applications/employeraddresseditinstructions.pdf>



The **pro bono exemption definitions** are now correctly linked to: <https://library.njcourts.gov/files/automated-trial-court-services/attorney-applications/probonoexemptiondefinitions.pdf>



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Link Update on Employer Information Screen

After logging in with an Employer ID, the delete firm address form is now correctly linked to: <https://library.njcourts.gov/files/automated-trial-court-services/attorney-applications/firmaddressdeleterequest.pdf>

| Address List | | | | | |
|------------------------------------|------------|------------------|-----------------|--------------|------|
| Address | City | State | Zip/Postal Code | County | Coun |
| ONE NEWARK CENTER 16TH FL | NEWARK | NEW JERSEY | 07102-3174 | ESSEX | UNIT |
| 885 THIRD AVE SUITE 1000 | NEW YORK | NEW YORK | 10022 | OUT OF STATE | UNIT |
| 555 ELEVENTH STREET NW, SUITE 1000 | WASHINGTON | DIST OF COLUMBIA | 20004 | OUT OF STATE | UNIT |
| 233 SOUTH WACKER DR, STE 5800 | CHICAGO | ILLINOIS | 60606 | OUT OF STATE | UNIT |

If an address is no longer associated to the firm, please submit this [form](#) to Office of Attorney Ethics to delete the address from your firm.

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Link Updates on Attorney Search Good Standing Definitions

When searching for attorneys using the Attorney Search application, the good standing definitions are now correctly linked to:


<https://library.njcourts.gov/files/automated-trial-court-services/attorney-applications/goodstandingstatusdefinitions.pdf> (English)

<https://library.njcourts.gov/files/automated-trial-court-services/attorney-applications/goodstandingstatusdefinitions.pdf> (Spanish)

ATTORNEY SEARCH RESULTS

Additional detailed information is available by double clicking the attorney record


| Attorney ID | Suffix | Last | First | Mid | City | County | Good Standing Status |
|-------------|--------|-------|-------|-----|--------|--------|----------------------|
| 020531995 | | SIMON | TARA | | NEWARK | ESSEX | ACTIVE |



Resultados de la Búsqueda de Abogados

Puede encontrar una información detallada adicional haciendo clic dos veces en el registro del abogado.

| Identificación Del Abogado | Sufijo | Apellido | Nombre | Segundo Nombre | Ciudad | Condado | Estado de acreditación |
|----------------------------|--------|----------|--------|----------------|--------|---------|------------------------|
| 020531995 | | SIMON | TARA | | NEWARK | ESSEX | ACTIVE |



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Employer Registration – Release Notes

04/05/2024

Employer Registration

New

New functionality permits an employer to disassociate attorneys via Employer Registration. For more information click [here](#).

Disassociating Attorneys in Employer Registration

An attorney's primary employer may now disassociate an attorney directly via Employer Registration.

Steps:

- 1) Login to Employer Registration using the employer ID
- 2) Navigate to the 'Employer Payment List' screen
- 3) Click the 'Disassociate Attorney' button
- 4) In the modal, select the attorney to be disassociated
- 5) Check the confirmation
- 6) Click 'Submit'
- 7) A success message displays

New Jersey eCourts Portal login

1

Enter user ID and password. If you have been provided with a temporary password, log in below.

User ID * [Forgot User ID?](#)

Password * [Forgot / Reset Password?](#)

Login

New to New Jersey Courts? [Register Now](#)

Employer Payment List 2

Below is your associated attorney list. You may select to pay for those attorneys whose Attorney Registration Status is 'Complete' and have opted for employer payment. If an attorney is not listed but has completed registration, please ask them to log in to the Attorney Registration system to confirm or update the office association.

| Attorney ID | Name | Location | Total amount due | Good standing status | Registration Status | Payment Status |
|-------------|------------------------------|------------|------------------|----------------------|---------------------|----------------|
| > IHC001148 | ATTICUS THOMAS MATTHEW FINCH | FRENCHTOWN | 261.00 | ACTIVE | Incomplete | Unpaid |
| > 007222001 | WILLIAM BRENNAN | MERCER | 511.00 | ADMIN INELIGIBLE | Incomplete | Unpaid |
| > PHV000004 | TYLER CYBER | MERCER | 267.00 | PRO HAC VICE ATTY | Incomplete | Unpaid |
| > 900712022 | RICHARD GARNY | MERCER | 540.00 | ACTIVE | Incomplete | Unpaid |
| > 007251993 | THURGOOD MARSHALL | MERCER | 540.00 | ACTIVE | Incomplete | Unpaid |
| > 900012022 | ELLEN RIPLEY | MERCER | 278.00 | ACTIVE | Incomplete | Unpaid |
| > 044401994 | AMANDA STOVALL | MERCER | 511.00 | ACTIVE | Incomplete | Unpaid |
| > PHV019126 | WILLIAM WARNER | MERCER | 0.00 | PRO HAC VICE ATTY | Complete | Paid |
| > 910262012 | ALEXANDER ARONOV | PLAINSBORO | 0.00 | RETIRED | Complete | Retired |

If you choose not to pay for an attorney, uncheck the box to the left of the attorney ID and name. Unchecking the box removes the attorney from your current group payment, but the attorney will reappear the next time you return to this screen.

⚠ If an attorney listed is no longer associated with your office, and you would like to remove them from the employer list, click the "Disassociate Attorney" button below.

For questions relating to payments, please contact NJ Lawyers' Fund for Client Protection at 855-533-FUND (3863) or email LFCP.mailbox@njcourts.gov.

3 Disassociate Attorney Back Next

Disassociate Attorney ×

i Select an attorney ID you wish to disassociate and click submit to remove.

4

| Attorney ID | Name | Location | Good standing status |
|---|------------------------------|------------|----------------------|
| <input type="checkbox"/> IHC001148 | ATTICUS THOMAS MATTHEW FINCH | FRENCHTOWN | ACTIVE |
| <input checked="" type="checkbox"/> 007222001 | WILLIAM BRENNAN | MERCER | ADMIN INELIGIBLE |
| <input type="checkbox"/> PHV000004 | TYLER CYBER | MERCER | PRO HAC VICE ATTY |
| <input checked="" type="checkbox"/> 900712022 | RICHARD GARNY | MERCER | ACTIVE |
| <input type="checkbox"/> 007251993 | THURGOOD MARSHALL | MERCER | ACTIVE |
| <input type="checkbox"/> 900012022 | ELLEN RIPLEY | MERCER | ACTIVE |
| <input type="checkbox"/> 044401994 | AMANDA STOVALL | MERCER | ACTIVE |
| <input type="checkbox"/> PHV019126 | WILLIAM WARNER | MERCER | PRO HAC VICE ATTY |
| <input type="checkbox"/> 910262012 | ALEXANDER ARONOV | PLAINSBORO | RETIRED |

5

This process cannot be undone. If any error is made, you will have to notify the attorney to log in to Attorney Registration and re-associate to your firm.

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Close Submit

Attorneys are successfully disassociated. Attorney IDs: 007222001, 900712022

[Attorney Selection](#) > Payment

Employer

| Name | ID |
|--|-----------|
| LIPPINCOTT, PENNYPACKER, WIGGLESWORTH, HARRINGTON | F00030011 |



Note: Once this action has been completed, it cannot be reversed via Employer Registration. If an attorney is disassociated in error, the attorney must login to Attorney Registration to re-associate to the employer.

For more detailed information on this process, please refer to the Quick Reference Guide entitled "Attorney Disassociation via Employer Registration".

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