

Topic: Attorney
 Registration – Payment

Summary: This document
 will demonstrate the
 payment options of the
 Annual Attorney
 Registration.

This Guide is for:
 Attorneys

Table of Contents

Payment.....	2
Pay Annual Fee – Select Payment Method.....	3
Pay by Credit Card	4
Pay by ACH Debit.....	5
Pay by JACS.....	6
Retired or Military Exemption	7
Employer Pay	8

Payment

1. Review your registration statement to ensure it is accurate.
2. Satisfy your annual assessment by paying with a Credit Card, ACH debit, or by Judiciary Account Charge System (JACS).
3. Or claim an appropriate exemption.
4. Or if your employer has agreed to pay on your behalf, you may opt for employer payment.

NOTE: Please contact the Superior Court Clerk's Office for any questions about the registration process.

Attorney Registration

[Registration Statement](#) > [Contact Information](#) > [Pro Bono](#) > [CLE](#) > [CLE Confirmation](#) > [Payment](#)

Registration Statement Review, Payment, and Exemption

To review your registration statement prior to selecting your payment method, click this button. [Review Registration Statement](#) **1**

Before selecting "Opt for Employer Pay", please confirm with your employer that an online payment will be made on your behalf. Payments can be made using American Express, VISA, MasterCard, Discover, ACH Debit, or JACS. Satisfaction of the annual assessment ultimately remains your individual responsibility.

Payment/Exemption Options **3**

2 ☐ Pay Annual Fee ☐ **4** Request Retired Or Military Exemption ☐ Opt For Employer Pay

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

Certification of Information

☐ By checking the box and clicking "Finish", I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to discipline.

Initial to certify (first middle last initials)

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[Back](#) [Finish](#)

Pay Annual Fee – Select Payment Method

After selecting “Pay Annual Fee”, your amount due will display and you can select one of three methods to satisfy your assessment.

1. Credit Card
2. ACH Debit
3. JACS

[Registration Statement](#) >
 [Contact Information](#) >
 [Pro Bono](#) >
 [CLE](#) >
 [CLE Confirmation](#) >
 [Payment](#)

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Satisfaction of the annual assessment ultimately remains your individual responsibility.

Payment/Exemption Options *

☒ Pay Annual Fee
 ☐ Request Retired Or Military Exemption
 ☐ Opt For Employer Pay

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Select a Payment Method

Important Note: To ensure you receive your e-mail receipt, please add "LFCP.mailbox@njcourts.gov" to your list of approved senders.

Amount Due: \$267.00

Click here to view the current [fee schedule](#) .

- 1 ☐ Pay by Credit Card - VISA, MasterCard, Discover, American Express **(Service fee of 3% will be applied and is non-refundable)**
- 2 ☐ Pay by ACH Debit (US Banks only)
- 3 ☐ Pay by JACS (Judiciary Account Charge System)

Pay by Credit Card

1. Select “Pay by Credit Card”.
2. Click to acknowledge the Certification of Information.
3. Enter your initials in the textbox to certify.
4. Click Finish to Proceed to the Credit Card Processor screen and complete payment.
5. After clicking Finish, you will be directed to the Credit Card Processor site, NICUSA. At that site, submit your billing and payment details.
6. If payment was processed successfully, you will be redirected back to a confirmation screen that includes your receipt link.

Registration Statement > Contact Information > Pro Bono > CLE > CLE Confirmation > Payment

Registration Statement Review, Payment, and Exemption

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☐ Pay by JACS (Judiciary Account Charge System)

[Please click on Finish to proceed.](#)

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[Back](#) [Finish](#)

Payment Confirmation

Thank you for completing your 2025 Attorney Registration Process. You are now in Paid status.

[Click here](#) to get your receipt.

[Click here](#) for a printable copy of your current registration statement.

[Click here](#) to complete your annual IOLTA registration.

Submit a current copy of your certificate of professional liability insurance (COI) if you are an attorney in a firm that is required by R. 1:21-1A (PC), R. 1:21-1B (LLC), or R. 1:21-1C (LLP) to file a COI with the Clerk of the Supreme Court, and if you, an insurance company representative, or a law firm administrator **has not** already electronically filed the current COI with the Clerk. ⓘ

Additional Resources Available in Support of You and Your Practice

- **The New Jersey Lawyers Assistance Program** offers an array of confidential services to law professionals dealing with stress, burnout, substance use, mental health, and other challenges. Attorneys are encouraged to contact the NJ LAP for confidential help for themselves or colleagues. 1-800-246-5527 or njlap.org.
- **Designated Successor Counsel Pilot Program:** New Jersey attorneys are encouraged to designate a successor attorney for their law practice in the event of unexpected death or disability. Voluntarily completed notices of Designated Successor Counsel, available [HERE](#), will be maintained by the Lawyers’ Fund for Client Protection for future reference as needed. Attorneys designated as successor counsel will also receive a confirming email from the Fund.

[Close](#)

Pay by ACH Debit

1. Select “Pay by ACH Debit”.
2. Enter your electronic check/ACH information.

NOTE: Check# should not be entered.
3. Click to acknowledge the Certification of Information.
4. Enter your initials in the textbox to certify.
5. Click Finish.
6. You will be redirected to a confirmation screen that includes your receipt link.

Select a Payment Method

Important Note: To ensure you receive your e-mail receipt, please add "LFCP.mailbox@njcourts.gov" to your list of approved senders.

Please note the amount due and enter your ACH Debit information below to complete payment of your annual assessment.

Amount Due: \$267.00

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☒ Pay by ACH Debit (US Banks only)

☐ Pay by JACS (Judiciary Account Charge System)

Please check with your bank to ensure ACH withdrawals are allowed from your account.

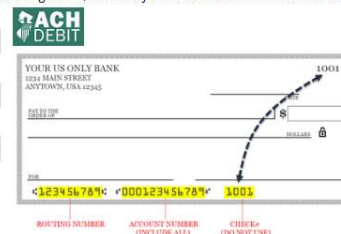
I understand that if my payment is dishonored and I fail to submit a valid payment prior to the deadline date or publication of the ineligible list, customary late and reinstatement fees will be assessed.

Account Name: Bank Name:

Routing Number: Confirm Routing Number:

ACH Account Number: Confirm ACH Account Number:

Account Type: ☐ Checking ☐ Saving



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EC

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[Back](#) [Finish](#)


Payment Confirmation

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[Click here](#) to get your receipt.

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[Close](#)

Pay by JACS

1. Select “Pay by JACS”.
2. Enter the JACS account you are authorized to use.
3. Click to acknowledge the Certification of Information.
4. Enter your initials in the textbox to certify.
5. Click Finish.
6. You will be redirected to a confirmation screen that includes your receipt link.

Select a Payment Method


Important Note: To ensure you receive your e-mail receipt, please add "LFCP.mailbox@njcourts.gov" to your list of approved senders.

Please note the amount due and enter your JACS information below to complete payment of your annual assessment.
 Amount Due: \$267.00

Click here to view the current [fee schedule](#).

☐ Pay by Credit Card - VISA, MasterCard, Discover, American Express **(Service fee of 3% will be applied and is non-refundable)**
☐ Pay by ACH Debit (US Banks only)
☒ **1** Pay by JACS (Judiciary Account Charge System)

2 Enter JACS Account #: Confirm JACS Account #:



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5 Back Finish

Payment Confirmation **6**

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Close

Retired or Military Exemption

If you are eligible to either the Retired or Military exemption:

1. Select “Request Retired or Military Exemption.”
2. Select the exemption to which you are entitled.

Note: If Retired Exemption is selected, you must identify if you practice for a qualifying pro bono service organization as defined by R.1:21-11(a) for Legal Services of New Jersey and the associated legal regional programs.

3. Check to acknowledge the Certification.
4. Initial to certify.
5. Click Finish.
6. You will be redirected to a confirmation screen that includes your receipt link.

Registration Statement > Contact Information > Pro Bono > CLE > CLE Confirmation > Payment

Registration Statement Review, Payment, and Exemption

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Payment/Exemption Option **1**

☐ Pay Annual Fee ☒ **Request Retired Or Military Exemption** ☐ Opt For Employer Pay

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

Exemptions

The exemptions from payment are narrowly defined as stated, without alteration or qualification. If entitled to either exemption, select the appropriate options, complete the certification and continue to receive your confirmation. **YOU MAY NOT CLAIM THIS EXEMPTION SOLELY BY VIRTUE OF BEING PROHIBITED FROM PRIVATE PRACTICE OR EXEMPT FROM PRO BONO ASSIGNMENT.**

Military Exemption At least since January 31 of this calendar year, I have been on full-time active duty with Armed Forces, AmeriCorps or Peace Corps and not engaging in any way in the private practice of law.

Retired Exemption At least since January 31 of this calendar year, I have been completely retired from the practice of law. My employment, if any, is not in any way related to the practice of law. I do not draft or review legal documents, render legal assistance or advice, teach law or serve in a court system in any capacity, in any jurisdiction.

Exemption Options **2**

☐ Military Exemption ☒ **Retired Exemption**

☐ I am no longer practicing law in any capacity in any jurisdiction.

☐ I am retired but continue to practice for a qualifying pro bono service organization as defined by R. 1:21-11(a) for Legal Services of New Jersey and the associated legal regional programs; for a certified organization under R. 1:21-11(b); or for an organization otherwise approved by the Supreme Court. (Qualifying lawyers are exempt from annual registration fees and CLE requirements.)

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5 [Back](#) [Finish](#)

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[Close](#)

Employer Pay

If your employer has previously agreed to pay your assessment online:

1. Select “Opt for Employer Pay.”
2. If you are associated with more than one employer, select the proper employer. Otherwise, your associated firm will display.
3. Click to acknowledge that your employer has previously agreed to pay your assessment.
4. Check to acknowledge the Certification.
5. Initial to certify.
6. Click Finish.
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Employer
 F00030011 - LIPPINCOTT, PENNYPACKER, WIGGLESWORTH, HARRINGTON LLP

Opted for Employer pay

Important Note: To ensure you receive your e-mail receipt, please add "LFCP.mailbox@njcourts.gov" to your list of approved senders.

You have opted for employer pay
 Amount Due: \$267.00

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 Payment can be made using American Express, VISA, MasterCard, Discover, ACH Debit, or JACS.
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[Back](#) [Finish](#)

Payment Confirmation

Thank you for completing your Attorney Registration process. You are now in EMPLOYER PAY status.

Please inform your employer that your payment requirement is pending. They must log in to their employer registration system to remit payment on your behalf.
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