

Attorney Registration – Release Notes

02/14/2025

Attorney Registration

Enhanced	The maintenance message for Attorney Registration has been updated to reflect the current schedule. For more information, click here .
Enhanced	An optional business name field has been added to the recipient address modal in the request for Certificate of Good Standing. For more information, click here .
Enhanced	Attorneys can now withdraw a pending Bar document request from the ‘My submissions’ tab. For more information, click here .
Enhanced	The instructions for CLE Non-Compliant and Reinstatement requests have been updated. For more information, click here .
Enhanced	The attorney filer information for CLE requests has been updated to include attorney name and date of birth. For more information, click here .
Fixed	The registration statements will now reflect the correct status after attorney registration has been completed. For more information, click here .

Attorney Registration Maintenance Message

The maintenance message on the attorney registration landing page has been updated to reflect the current maintenance schedule.


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 28, 2025. Attorneys who fail to register and pay the annual assessment by April 25, 2025 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. 

[Begin Registration](#)


Information and instructions for Annual Registration
Information you will need to proceed

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Request for Certificate of Good Standing Enhancement to Recipient Address

A new optional field has been added to the recipient address modal to permit attorneys to add a business name to the address if needed.

Note: if the billing address contains a business name, it will display in the modal, and it can be edited and updated as needed.

Certification	Recipient Name	Recipient Address	Delivery Preference	Quantity	Amount	
Certificate of Good Standing	TARA SIMON	ATTY REG BUSINESS ADDRESS ADDED. 46 BLISS BLVD,SUITE 4 NEWARK,NEW JERSEY,07102	U.S Postal Service (no additional fee)	2	\$40.00	

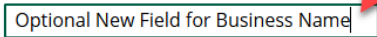
Certification information

Quantity Requested *

2

Recipient Address

Recipient Name * TARA SIMON

Business Name 

Address line 1 * 46 BLISS BLVD

Address line 2 SUITE 4

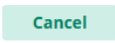

City * NEWARK

Zip code * 07102

State * NEW JERSEY

Foreign Postal


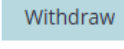
Country * UNITED STATES

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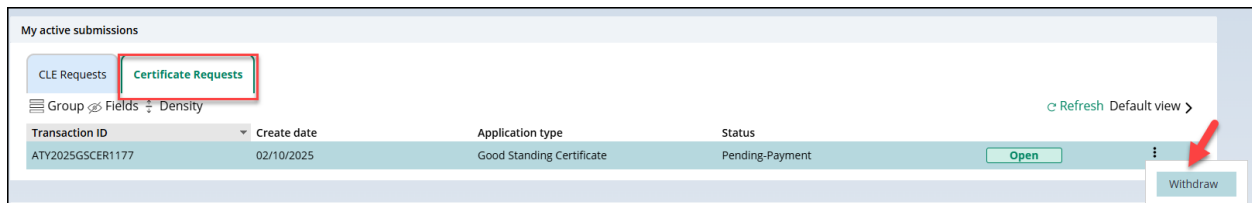
Withdraw Option for Bar Document Requests

The ability to withdraw a pending Bar document request for a Certificate of Good Standing, Certification of Court of Last Resort letter and/or Admission via Examination letter has been added to the ‘My active submissions’ tile in attorney registration.

To withdraw a pending request, select the ‘Certificate Requests’ tab and click the ellipsis  and then .

Note:

- A request may be withdrawn provided it is not in the process of being reviewed; and
- No refunds are issued for withdrawn requests.



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Updated Instructions for CLE Non-Compliant and Reinstatement Requests

The instructions have been updated to remove some verbiage and clarify instructions for entry of courses.

▼ Additional information

This document is intended for the sole use of CLE noncompliant attorneys who are currently administratively ineligible to practice New Jersey law. This form will not be accepted for attorneys in good standing attempting to report CLE compliance for the current reporting period. CLE compliance for the current reporting period must be reported on-line through the annual attorney registration and payment process.

Effective January 1, 2021, the number of total ethics and professionalism credits required during a compliance reporting period increased from four to five credit hours and must include at least two credit hours of coursework in Diversity, Inclusion, and Elimination of Bias (DIEB).

Reciprocity: Attorneys will receive 1:1 credit for courses accredited by another mandatory CLE jurisdiction, provided the credits and/or courses are not otherwise excluded by the BCLE Regulations.

Attorneys admitted to the New Jersey bar beginning in 2010 may also have to demonstrate that they completed 16 credits in a minimum of 6 New Jersey new admit subject areas. A minimum of one credit must be taken in New Jersey Attorney Trust & Business Accounting Fundamentals under BCLE Reg. 201:2.

List the courses that you completed in chronological order in the Course information section below.
Attach your Certificates of Attendance or official transcript of another jurisdiction.

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Filer Information Has Been Expanded for CLE Requests

Attorney name and attorney date of birth fields have been added to the 'Filer information' section of CLE requests.

Filer information		
Bar ID 020531995	Name TARA JANE SIMON	Admission date 12/09/1995
Date of birth 07/29/1970	CLE status ACTIVE	CLE status date 11/04/2024
Billing address 46 BLISS BLVD,SUITE 4 NEWARK,NEW JERSEY,07102	Billing email address SUSAN.FLYNN@NJCOURTS.GOV	

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The Post Registration Statement Has Been Fixed to Reflect the Correct Status

After completing attorney registration, some attorneys received a registration statement that indicated “Not completed” in the Current Registration Status. This issue has been rectified and registration statements will properly reflect attorney status.

Prior to the fix:

Home Address:		
[REDACTED]	Address 2:	
City: [REDACTED]	County: OUT OF STATE	Zip: [REDACTED]
State: [REDACTED]	Country: UNITED STATES	
Phone: [REDACTED]		
Current Billing Status: PAID FOR 2025 - AMOUNT PAID - \$275.01 ON 01/17/2025		
CLE Current Year Status: Compliant	CLE Overall Status: ACTIVE	
Current Registration Status: Not Completed		
		Last Registration Date: 01/22/2024
Current Date: 01/17/2025 12:50:53 PM		

After the fix:

Home Address:		
Address 1: 77 AVE A	Address 2:	
City: JERSEY CITY	County: HUDSON	Zip: 09888
State: NEW JERSEY	Country: UNITED STATES	
Phone:		
Current Billing Status: PAID FOR 2025 - AMOUNT PAID - \$275.01 ON 02/11/2025		
CLE Current Year Status: Not Compliance Year	CLE Overall Status: ACTIVE	
Current Registration Status: Completed		
		Last Registration Date: 02/11/2025
Current Date: 02/11/2025 11:03:42 AM		

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