

ESSEX VICINAGE 2023 LAW DAY PROGRAM

GROUP REGISTRATION INSTRUCTIONS

<input type="checkbox"/> STEP 1.	REVIEW INSTRUCTIONS PRIOR TO REGISTERING. Your registration is not accepted until you have provided the required information and received a confirmation email from the Essex Vicinage Office of the Ombudsman. ALL INTERESTED GROUPS MUST COMPLETE THE REGISTRATION FORM TO PARTICIPATE IN ANY OF THE LAW DAY ACTIVITIES.
<input type="checkbox"/> STEP 2.	Participation is open to schools or groups located in Essex County only.
<input type="checkbox"/> STEP 3.	Provide school or group contact information.
<input type="checkbox"/> STEP 4.	Select the Law Day activities in which your school or group would like to participate. Schools or groups may participate in more than one activity, where applicable.
<input type="checkbox"/> STEP 5.	ART CONTEST – To participate, complete the Art Contest contact information.
<input type="checkbox"/> STEP 6.	WRITING CONTEST – To participate, complete the Writing Contest contact information.
<input type="checkbox"/> STEP 7.	VIDEO CONTEST – To participate, complete the Video Contest contact information.
<input type="checkbox"/> STEP 8.	MOCK TRIAL PROGRAM (IN PERSON) or GUEST JUDGE SPEAKER (VIRTUAL) – SELECT ONE OPTION ONLY and complete the contact information box. Include information for an alternate contact person. Mock Trials will take place in the morning on May 5, 2023, in person at the school. The fact pattern is currently under development. Once the fact pattern is available, an email will be sent to the contact person listed and may be download from the Essex Law Day website https://www.njcourts.gov/courts/vicinages/essex/lawday.html .
<input type="checkbox"/> STEP 9.	<u>Save</u> the completed registration form to your computer. <u>Open</u> your email and create a new message. In the subject box type “Law Day Registration”, then select “Attach File” to add your completed form to the email. Send your completed form to EssexLawDay.Mbx@njcourts.gov and your form will be submitted. You may also take a photo of the form and email it. Contact the Essex Office of the Ombudsman with any inquiries at EssexLawDay.Mbx@njcourts.gov or call (973) 776-9300 ext. 56886.
<input type="checkbox"/> STEP 10.	A confirmation email will be sent to each email address provided once the completed registration form is received.

If you have not received an email confirmation within one (1) week of registering or if you have questions regarding any of the activities, please contact the Office of the Ombudsman via email at EssexLawDay.Mbx@njcourts.gov.

For Law Day Program updates, please visit <https://www.njcourts.gov/courts/vicinages/essex/lawday.html>.

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GROUP REGISTRATION FORM

SCHOOL/GROUP CONTACT INFORMATION

School/Group Name:	_____
Street Address:	_____
City/State/Zip:	_____
Principal/Director's Name:	_____
Main Telephone #:	_____

SELECT THE LAW DAY ACTIVITIES YOUR GROUP WOULD LIKE TO PARTICIPATE IN. PLEASE INCLUDE CONTACT INFORMATION FOR EACH ACTIVITY. YOU MAY SELECT MORE THAN ONE ACTIVITY.

- ☐ **ART CONTEST** (open to youth in all grades) *Entries will be accepted between March 15 to March 31, 2023.*

Contact Person for Art Contest:

Name: _____	Title: _____
Telephone & Email: _____	

- ☐ **WRITING CONTEST** (middle to high school youth only) *Entries will be accepted between March 15 to March 31, 2023.*

Contact Person for Writing Contest:

Name: _____	Title: _____
Telephone & Email: _____	

- ☐ **VIDEO CONTEST** (open to youth in all grades) *Entries will be accepted between March 15 to March 31, 2023.*

Contact Person for Video Contest:

Name: _____	Title: _____
Telephone & Email: _____	

YOU MAY SELECT ONLY ONE OF THE OPTIONS BELOW IN ADDITION TO THE CONTESTS.

- ☐ **MOCK TRIAL PROGRAM** open to youth in grades 3 – 12. All mock trials will be held in person on **Friday, May 5, 2023.** Please check your groups availability on that date prior to submitting the completed form.

The fact patterns will be available online at a later date <http://www.njcourts.gov/courts/vicinages/essex/lawday.html>.

Participating grades: _____ Approximate # of youth participating: _____

All assemblies for the Mock Trial Program should begin between 8:30 – 9:30 a.m. and end between 10:30 – 11:30 a.m.

Select your desired start time and end time for the mock trial program:

Start Time: ☐ 8:30 ☐ 8:45 ☐ 9:00 ☐ 9:15 ☐ 9:30

End Time: ☐ 10:30 ☐ 10:45 ☐ 11:00 ☐ 11:15 ☐ 11:30

- ☐ **GUEST JUDGE SPEAKER (Virtual Visit)** a judge volunteer will be assigned to registered schools. Virtual visit to be conducted in April or May 2023 based on the judge's availability.

Preferred Date/Time: _____ **Topic/Preferred Judge:** _____

Participating grades: _____ Approximate # of youth participating: _____

Contact Person for Mock Trial or Guest Judge Speaker Program:

Name: _____	Title: _____
Telephone #: _____	Best time to call: _____
Email: _____	
Alternate Contact: _____	Email/Telephone: _____