

## **NOTICE TO THE BAR**

### **FORECLOSURE FILING PRACTICES IN SUPERIOR COURT; COURTESY COPIES OF FILED MOTIONS FOR IDENTIFIED JUDGES**

As directed by the Supreme Court in the attached December 9, 2014 order, foreclosure pleadings, motions, and other documents no longer may be filed on paper in the county of venue, regardless of whether the action is deemed to be contested or uncontested pursuant to Rule 1:5-6. Effective immediately all foreclosure pleadings, motions, and other documents being filed by attorneys who are registered to use the Judiciary Electronic Filing and Imaging System (JEFIS) must be submitted electronically through JEFIS. The filing of such documents on paper by those attorneys not currently registered with JEFIS and by self-represented litigants must be submitted to the Superior Court Clerk's Office, P.O. Box 971, Trenton, New Jersey 08625-0971.

Upon receipt of a motion submitted for filing, the Superior Court Clerk's Office will forward the motion to the assigned vicinage judge or, pursuant to Rule 1:34-6, to the Office of Foreclosure, as designated in the notice of motion. One courtesy copy of the **filed** motion, clearly marked as such (e.g., "Courtesy Copy for the Judge"), should be mailed by the filing party to the judge's chambers after filing if the judge has indicated a preference to receive such courtesy copies. The Courtesy Copy Judicial Preferences list, which is updated on a periodic basis, can be found on the Judiciary's web site at <http://www.judiciary.state.nj.us/jefis/index.htm>. No courtesy copy need be supplied for motions designated for the Office of Foreclosure pursuant to Rule 1:34-6.

Any motions received on paper from attorneys or law firms that are registered to file electronically through JEFIS will not be accepted for filing, but rather will be returned to the sender, with a notation indicating that electronic submission is required. Please be aware that duplicate motions should not be submitted since any duplicate motions, whether submitted on paper, electronically or both, will automatically be processed as separate motions with a separate filing fee assessed for each.

Questions regarding this notice may be directed to Michelle M. Smith, Clerk of the Superior Court, by email at [michelle.smith@judiciary.state.nj.us](mailto:michelle.smith@judiciary.state.nj.us) or by telephone at 609-984-4200.

/s/ Glenn A. Grant

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Glenn A. Grant, J.A.D.  
Acting Administrative Director of the Courts

Dated: January 15, 2015

## **SUPREME COURT OF NEW JERSEY**

Pursuant to N.J. Const. Art. VI., sec. 2 par. 3, it is ORDERED that the provisions of Rule 1:5-6(b)(3) ("Filing") of the Rule Governing the Courts of the State of New Jersey are supplemented and relaxed so as to require that all foreclosure papers be filed with the Clerk of the Superior Court rather than in the county of venue, regardless of whether the action is deemed to be contested.

For the Court,  
/s/ Stuart Rabner  
Chief Justice

Dated: December 9, 2014