

**NOTICE TO THE BAR**  
**NEW JERSEY ATTORNEY ELECTRONIC REGISTRATION –**  
**CHANGES FOR THE 2020 REGISTRATION PERIOD**

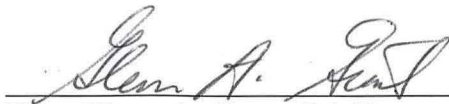
New Jersey attorneys are required annually to electronically file a registration statement in a form prescribed by the Administrative Director of the Courts as authorized by the Supreme Court and to pay an assessment in an amount determined by the Supreme Court. Beginning **Wednesday, January 8, 2020**, the Attorney Electronic Registration and Payment Center will be available for New Jersey attorneys to use for the 2020 registration and payment cycle. While the format of this application has been redesigned as part of the Judiciary's move to a new cloud-based platform, the information being requested has not changed, except for the enhancements set forth in this notice.

The Supreme Court by July 29, 2019 Order relaxed the provisions of Rules 1:20 and 1:21 to require attorneys to provide "an email address and a cell phone number." That information will be used by the Judiciary for official business purposes only and will not be accessible to the public, unless the attorney has provided the same email address for purposes of electronic filing notifications. The different-look electronic attorney registration application that will be in place as of January 8, 2020 will require an attorney to provide the required cell phone number and primary email address. That cell phone number and email address are being required in anticipation of the Judiciary's implementation of two-factor authentication in the near future.

The new web-based attorney registration application will provide attorneys with a number of enhancements, including: (1) the ability for attorneys in private practice to report multiple trust and business accounts on their annual attorney registration, (2) the ability to connect to the IOLTA website from the registration page via a secured link, (3) the ability for attorneys to designate which vicinage they will use for any Madden or other pro bono assignments, and (4) the ability to view and print payment history. Additionally, there will be three payment options for attorney registration: (1) by electronic check via the Automated

Clearing House (ACH), (2) by Judiciary Account Charge System (JACS) account, or (3) by credit card (Visa, MasterCard, Discover, American Express, or any card that reflects one of those four logos). Attorneys using either of the first two payment options (electronic check/ACH or JACS) will not incur any additional cost. Attorneys using the third payment option – credit card – will be assessed a 3% processing fee beginning January 8, 2020.

The Superior Court Clerk's Office will be conducting trainings on the changes to the annual attorney registration and payment process and application. CLE credit will be available for these trainings. A training schedule will be issued by Notice to the Bar in the upcoming weeks. Questions regarding this notice may be directed to the Superior Court Clerk's Office at 609-421-6100 or [SCCOmbudsman@njcourts.gov](mailto:SCCOmbudsman@njcourts.gov).



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

Dated: November 15, 2019