

Attorney – Drug Court Application Filing

1. Search a case on the 'eFiling' tab and navigate to the 'Enter Filing Details' screen.

eCOURTS HOME **eFILING** CASE JACKET OPEN CASES User: 021851983, A. ROTUNNO Firm: PUBLIC DEFENDER APPELLATE

Select Case

Enter one of the following and press Search to find a Case.

Enter PROMIS/GAVEL Case No.: CAMDEN 16 008442 - Optional - Defendant No.: Search
Example: Atlantic 13 000123 001

OR

Enter Indictment/Accusation No.: Search
Example: Hudson 13 06 00123 I

OR

Enter Complaint (CDR) No.: Search
Example: W 2013 000589 0108

2. Click on the 'Select Filing Type' dropdown and select 'Drug Court Application'.

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Enter Filing Details

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Case Details: County: CAMDEN | P/G Case #: 16008442

Document to be Filed

* Select Filing Type (?):

- ACCUSATION
- ADJOURNMENT REQUEST
- CONFIRMING LETTER
- DEMAND FOR BILL OF PARTICULARS
- DRUG COURT APPLICATION**
- DRUG COURT LEGAL ASSESSMENT
- INDICTMENT
- MOTION RELATED
- NOTICE OF DEFENSE
- OTHER
- WAIVER OF FIRST APPEARANCE

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3. System displays 'Filing Role in Case' and 'List of Defendants in Case' sections.
4. Select appropriate filing role and defendant if system has not made the selection.

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Enter Filing Details

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▶ **Case Details:** County: CAMDEN | P/G Case #: 16008442

Document to be Filed

* Select Filing Type (?):

Filing Role in Case

* Please select your role in the filing: Prosecutor Defense Attorney Other

List of Defendants in Case Type to filter...

Please select the Defendant that you are Filing For/Against.

	Defendant ▼	Event Defense Attorney	Next Scheduled Event	Event Date	Event Judge	Attorney of Record
<input type="radio"/>	VELASQUEZ, PAT TEST C AKA					CRISONINO, EDWARD J
<input type="radio"/>	VELAZQUEZ, PAT TEST J AKA					CHASE, KATINA E

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5. System displays additional cases section, if the defendant has other cases within the county.
6. Select cases that needs to be associated to the Drug Court Application filing, if applicable.
7. Click on 'Continue' button.

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Enter Filing Details

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▶ **Case Details:** County: CAMDEN | Indictment/Accusation No.: 17-06-01748-I | P/G Case #: 16008442-001

Document to be Filed

* Select Filing Type (?):

Filing Role in Case

* Please select your role in the filing: Prosecutor Defense Attorney Other

List of Defendants in Case

Please select the Defendant that you are Filing For/Against.

	Defendant ▼	Event Defense Attorney	Next Scheduled Event	Event Date	Event Judge	Attorney of Record
<input checked="" type="radio"/>	VELASQUEZ, PAT TEST C AKA					CRISONINO, EDWARD J
<input type="radio"/>	VELAZQUEZ, PAT TEST J AKA					CHASE, KATINA E

Other cases exist for the selected defendant. Select additional cases you would like to submit this filing for:

Select	Case Information +	Next Scheduled Event	Next Scheduled Event Date	Attorney of Record
<input type="checkbox"/>	P/G Case #: 07006590-001 Ind./Acc. #: 07-11-03656-A			
<input type="checkbox"/>	P/G Case #: 07003273-001 Ind./Acc. #: 07-09-03035-I			

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8. System navigates to the 'Upload Documents & Enter Filing Details' screen.
9. Select the certification checkbox to enable the 'Browse' buttons.
10. Browse and upload the Drug Court Application.
11. Drug Court Record Release Authorization form can be uploaded if available.
12. Click on 'Continue' button.

Upload Documents & Enter Filing Details

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Case Details: County: CAMDEN | Indictment/Accusation No.: 17-06-01748-1 | P/G Case #: 16008442-001

Case Caption: STATE OF NEW JERSEY VS PAT TEST VELASQUEZ, ET AL Case Initiation Date: 12/12/2016 Prosecutor:

Document to be Filed

Selected Filing Type: DRUG COURT APPLICATION

Filing Role in Case

Selected Filing Role in the Case: PROSECUTOR

Upload Required Documents

All documents are considered to be available to the public unless otherwise provided by Rule 1:38 et. seq. [Click here](#) for additional information.

To upload documents please accept the following:

I certify that I have redacted all confidential personal identifiers from all documents included in this electronic submission pursuant to Rule 1:38-7.

Please Note: Each required document must be submitted as individual attachments.

Document Type	Access Restriction (?):		File Name	Document Description
* DRUG COURT APPLICATION	RESTRICTED v		<input type="text" value=""/>	<input type="button" value="Browse..."/>
DRUG COURT RECORD RELEASE AUTHORIZATION	RESTRICTED v		<input type="text" value=""/>	<input type="button" value="Browse..."/>

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13. System displays the 'Review and Submit' screen.
14. Click on 'Submit' button to complete filing.

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Review and Submit

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★ No payment is required for this filing. Please review and then click the "Submit" button when you are ready to file.

▼ Case Details: County: CAMDEN | Indictment/Accusation No.: 17-06-01748-1 | P/G Case #: 16008442-001 [View Case Jacket](#)

Case Caption: STATE OF NEW JERSEY VS PAT TEST VELASQUEZ, ET AL Case Initiation Date: 12/12/2016 Prosecutor:

▼ Document to be Filed

Selected Filing Type: DRUG COURT APPLICATION

▼ Filing Role in Case

Selected Filing Role in the Case: PROSECUTOR

▼ Defendant Information

Defendant	Event Defense Attorney	Next Scheduled Event	Event Date	Event Judge
VELASQUEZ, PAT TEST C <small>AKA</small>				

▼ Uploaded Documents

Document Type	Access Restriction	File Name	Document Description
DRUG COURT APPLICATION	RESTRICTED	DrugCourtApplicationForm.pdf	DRUG COURT APPLICATION
DRUG COURT RECORD RELEASE AUTHORIZATION	RESTRICTED	DrugCourtRecordReleaseAuthorizationForm.pdf	DRUG COURT RECORD RELEASE AUTHORIZATION

Accounting

Attorney's Client Reference No.:

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- Upon successful submission, system generates a DA event in PG for case(s) associated to the filing.
- Notification of filing is sent to the Case Attorney, Case Prosecutor and General Mailbox of the Drug Court Prosecutor.
- Copy of the filing along with the copy of notification is saved in the Case Jacket of all cases associated to the filing.
- Filing is listed in the Case Management workload.