

## NOTICE TO THE BAR

### **eCOURTS CIVIL – MANDATORY ELECTRONIC FILING IN THE CIVIL PART OF THE LAW DIVISION OF SUPERIOR COURT**

The Judiciary's eCourts Civil application is being implemented in the Civil Part of the Law Division on a vicinage by vicinage basis. The Supreme Court has approved a plan that will require all attorneys to file all pleadings and other documents electronically using eCourts Civil in actions commenced in the Civil Part of the Law Division, including applicable statewide judgment lien documents submitted to the Clerk of the Superior Court. Exceptions to the mandatory electronic filing requirement are confidential documents, documents excluded from public access, documents to be filed under seal, and enforcement motions filed under a docketed judgment lien ("J" docket), which will continue to be required to be filed on paper.

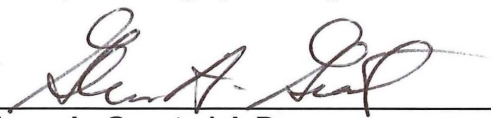
As set forth in the attached May 30, 2017 order, all attorneys will be required to file through eCourts Civil sixty (60) days following implementation of eCourts Civil in each vicinage. The 60-day mandatory filing date may be shortened or increased by the vicinage Assignment Judge after consultation with the Administrative Director, though it may not be shorter than 30 days nor longer than 90 days. Attached to this Notice is the planned schedule for vicinage implementation, indicating the dates upon which attorneys will be required to file electronically in the Mercer, Middlesex and Morris/Sussex Vicinages (the three vicinages in which eCourts Civil has been implemented as of the date of this notice. The mandatory electronic filing dates for the remaining vicinages will be available on the Judiciary's website at <http://www.njcourts.gov/attorneys/ecourts.html> as eCourts Civil is implemented in those vicinages.

Attorneys filing in vicinages where eCourts Civil has been implemented are encouraged to begin filing electronically prior to the mandatory dates. Information sessions on eCourts for the Civil Part are being offered through the county bar associations throughout the state. Live demonstrations are being offered by the Administrative Office of the Courts for attorneys and their staff, and tutorials on eCourts Civil will be available on the Judiciary's website at <https://www.njcourts.gov/attorneys/ecourts.html>.

Any paper in a Civil Part matter required to be filed electronically but received other than electronically from an attorney or law firm on or after the mandatory filing date for that vicinage will be returned to the filing attorney with a notice that it must be filed electronically. In such instances, the attorney will have ten (10) days to file that same document along with the return notice electronically in order to preserve the original submission date as the filing date.

An attorney seeking to file any fee-related document in the Civil Part through eCourts Civil at present must have a JACS account. Information on establishing a JACS account can be found at <http://www.njcourts.gov/attorneys/jacs.html>.

Questions regarding eCourts Civil and the mandatory electronic filing requirement may be directed to Taironda E. Phoenix, Chief, Civil Court Programs, by phone at 609-292-8471 or by email to [taironda.phoenix@njcourts.gov](mailto:taironda.phoenix@njcourts.gov).

A handwritten signature in black ink, appearing to read "Glenn A. Grant", written over a horizontal line.

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

Dated: June 6, 2017

## SUPREME COURT OF NEW JERSEY

WHEREAS, the Judiciary has implemented eCourts in Superior Court of New Jersey in Criminal, Tax Court, Foreclosure and Special Civil Part ("DC" docket); and

WHEREAS, eCourts is being expanded to the Civil Part of the Law Division ("L" docket) on a vicinage by vicinage basis with the final vicinage scheduled to be added in December 2017;

IT IS ORDERED that pursuant to N.J. Const. Art. VI, sec. 2, par. 3, the Rules of Court are supplemented and relaxed such that upon implementation of **eCourts-Civil** in each of the vicinages, all New Jersey attorneys filing pleadings and other documents in the Civil Part in that vicinage shall be required to submit those documents electronically as of 60 days following implementation in eCourts-Civil in that vicinage. This 60-day date is subject to revision to no less than 30 days nor more than 90 days by the vicinage Assignment Judge after consultation with the Administrative Director of the Courts. Exceptions to this requirement of mandatory electronic filing are confidential documents, documents excluded from public access, and documents to be filed under seal, which shall continue to be filed in paper form; and

It IS FURTHER ORDERED that the Rules of Court are supplemented and relaxed such that all New Jersey attorneys filing documents related to statewide judgment liens in Civil Part matters shall be required to submit those documents electronically, except for enforcement motions filed in the vicinage under the judgment number ("J" docket), which shall continue to be filed in paper form; and .

It IS FURTHER ORDERED that the provisions of Rule 1:5-6 are supplemented and relaxed so as to permit documents submitted in paper form that are required to be filed electronically to be returned to the filing party marked as "received but not filed," with those returned documents needing to be electronically filed within 10 days in order to preserve the original received date.

For the Court,



Chief Justice

Dated: May 30, 2017

## eCourts Civil

### IMPLEMENTATION AND MANDATORY EFILING DATES FOR THE LAW DIVISION, CIVIL PART (as of June 6, 2017)

VICINAGE	IMPLEMENTATION DATE	MANDATORY EFILING DATE *
Mercer	Friday, April 28, 2017	Thursday, July 6, 2017
Middlesex	Thursday, May 11, 2017	Thursday, July 6, 2017
Morris/Sussex	Thursday, May 26, 2017	Thursday, July 6, 2017
Union	Thursday, July 6, 2017	(to be determined)
Hudson	Thursday, July 20, 2017	(to be determined)
Ocean	Thursday, August 3, 2017	(to be determined)
Burlington	Thursday, August 17, 2017	(to be determined)
Camden	Thursday, August 31, 2017	(to be determined)
Bergen	Thursday, September 14, 2017	(to be determined)
Passaic	Thursday, September 28, 2017	(to be determined)
Atlantic/Cape May	Thursday, October 12, 2017	(to be determined)
Monmouth	Thursday, October 26, 2017	(to be determined)
Essex	Thursday, November 9, 2017	(to be determined)
Cumberland/Gloucester/Salem	Thursday, November 30, 2017	(to be determined)
Somerset/Hunterdon/Warren	Thursday, December 14, 2017	(to be determined)

The mandatory electronic filing dates for the remaining vicinages will be available on the Judiciary's website at <http://www.njcourts.gov/attorneys/ecourts.html>.

\* The mandatory filing dates have been approved by the Acting Administrative Director of the Courts consistent with the Supreme Court's May 30, 2017 order.