

## NOTICE TO THE BAR

### **COVID-19 – ELIMINATION OF EMERGENT FILING MAILBOXES; AFFIRMATION OF REQUIREMENT TO FILE IN eCOURTS OR IN THE JUDICIARY ELECTRONIC DOCUMENT SUBMISSION (JEDS) SYSTEM**

At the start of the COVID-19 pandemic, the Judiciary established emergent email mailboxes for court filings to permit emergent applications to be electronically filed with the court. The Judiciary Electronic Document Submission (JEDS) system now is available and established for court filings where eCourts is not available and for records requests. Accordingly, the electronic emergent mailboxes for filings in the Superior Court will be eliminated as of January 11, 2021.

Consistent with the Supreme Court's May 5, 2020 [Order and accompanying notice](#), emergent as well as non-emergent filings submitted by attorneys must be submitted through eCourts where available and through JEDS where eCourts is not available. Non-attorneys also are encouraged to file court documents and records requests through JEDS. Adoption matters, guardianship matters, and probate matters are the exceptions; those matters should be filed with the [Surrogate's Office](#).

The Court's May 5, 2020 Order provides additional information about the processing of documents that are filed incorrectly. As always, self-represented litigants and others should contact the vicinage [ombudsman](#) for guidance and assistance related to emergent filings.

Questions regarding this notice may be directed to Superior Court Clerk Michelle M. Smith at (609) 815-2900 ext. 54200 or [michelle.smith@njcourts.gov](mailto:michelle.smith@njcourts.gov).



---

Hon. Glenn A. Grant  
Acting Administrative Director of the Courts

Dated: December 28, 2020