

<ol> <li>Search a case on the 'eFiling' tab and navigate to the 'Enter Filing Details' screen.</li> </ol>	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.:       MIDDLESEX V       21       30145       - Optional - Defendant No.:       Search       001         OR       OR       OPEN CASES       OPEN CASES       OPEN CASES       OPEN CASES       OPEN CASES
	Enter Indictment/Accusation No.: Example: Hudson 13 06 00123 I OR Enter Complaint (CDR) No.: Begin typing Example: W 2013 000589 0108 Example: W 2013 000589 0108
<ol> <li>Click on the 'Select Filing Type' dropdown and select 'Recovery Court Application Withdrawal'.</li> </ol>	eCOURTS HOME       eFILING       CASE JACKET       OPEN CASES       User: 021851983, A. ROTUNNO Firm: PUBLIC DEFENDER APPELLATE         Enter Filing Details
	Document to be Filed         * Select Filing Type (?):         ACCUSATION         ADJOURNMENT REQUEST         CONFIRMING LETTER         DEMAND FOR BILL OF PARTICULARS         Screen ID: ECTS0011C         INDICTMENT         MOTION RELATED         NOTICE OF DEFENSE         OTHER         RECOVERY COURT APPLICATION         RECOVERY COURT APPLICATION WITHDRAWAL         RECOVERY COURT LEGAL ASSESSMENT



3.	System displays	eCOURT	S HOME eFILING	CASE JACKET OPEN CASES	U	ser: 021851983, A	. ROTUNNO Firm:	PUBLIC DEFENDER APPELLATE						
	defendant's													
	additional cases	Enter	Filing Details											
	within the county.													
4.	Select additional	Back												
	active case(s) that need to be													
associated to the Case Details: County: MIDDLESEX   Indictment/Accusation No.:   P/G Case #: 21030145-001														
	Recovery Court	Documer	to be Filed											
Application * Select Filing Type (?): RECOVERY COURT APPLICATION WITHDRAWAL														
5.	Click on the	Filing Ro	le in Case											
	'Continue' button.	* Please s	select your role in the filing	: O Prosecutor	0 Other									
		List of D	efendants in Case					Type to filter						
		Please se	elect the Defendant that yo	u are Filing For/Against.										
		Defendant 🗸 Event Defense Attorney Next Scheduled Event Event Date Event Judge Attorney of F												
	DECRIM, TESTDEF M     MADING,													
		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 Schedu	led Event Date	Attorney of Record						
			P/G Case #: 21030151-0	01 Ind./Acc. #:										
			P/G Case #: 21030150-0	01 Ind./Acc. #:										
		0	P/G Case #: 21030149-0	01 Ind./Acc. #:										
			P/G Case #: 21030148-0	01 Ind./Acc. #:										
			P/G Case #: 21030147-0	01 Ind./Acc. #:										
			P/G Case #: 21030146-0	01 Ind./Acc. #:										
			P/G Case #: 21030144-0	01 Ind./Acc. #:										
			P/G Case #: 21030137-0	01 Ind./Acc. #:										
								· · · · · · · · · · · · · · · · · · ·						
								Back Continue						



6. If a Recovery Court	eCOUR	TS HOME	eFILING	CASE JACKET	OPEN CASES		User: 021851983, A. ROTUNNO Firm:	PUBLIC	DEFENDER APPELL	ALE					
has already been filed	Enter	r Filing	Details												
on the same date, system will display a validation. Filer can	Back If ot list,	Back If other cases exist for the defendant within the county, all active cases must be associated to the Recovery Court filing. Select all applicable cases from the Additional Cases list, if displayed.													
the filing by clicking on	▶ Case	Case Details: County: MIDDLESEX   Indictment/Accusation No.:   P/G Case #: 21030145-001													
the 'Yes' button.	Document to be Filed														
	* Select	* Select Filing Type (?): RECOVERY COURT APPLICATION WITHDRAWAL													
	Filing R	ole in Case	e												
	* Please	select your	role in the fili	ing: () Prosecutor (	Defense Attorney	○ Other									
	Please	select the De	efendant that	vou are Filing For/Ag	Attention			×	/pe to filter						
		Defend	dant 🗸	Event Defe	A Recovery defendant (	Court Application Withdrawal ha on the below Case Number(s).	s already been filed today for this	A	ttorney of Record						
	DE	CRIM, TESTE	DEF M		Case Numb	DING, THOMAS B									
	Other cas	Other cases exist for the selected defendant. Select addition				45									
	Select	Select Case Information \$				51			Attorney of Record	-					
		P/G Case	#: 21030151	1-001 Ind./Acc. #:	MID-21-0001										
		P/G Case #: 21030150-001 Ind./Acc. #:			Do you wan	t to continue with this filing?									
		P/G Case	#: 21030149	9-001 Ind./Acc. #:			NO Yes								
		P/G Case	#: 21030140	7-001 Ind./Acc. #:											
		P/G Case	#: 21030146	5-001 Ind./Acc. #:											
		P/G Case	#: 21030144	4-001 Ind./Acc. #:											
	0	P/G Case	#: 21030137	-001 Ind./ACC. #:											
									Back Continue						



7.	System navigates to the	eCOURTS HOME eFILI	G CASE JACKET	OPEN CASES	User: 021851983, A	. ROTUNNO Firm: PUBLIC DEFENDER A	PPELLATE						
	'Upload Documents &												
	Enter Filing Details'	Upload Documents & Enter Filing Details											
	screen.												
8.	Select the certification	Back											
	checkbox to enable the 'Generate' button	Case Details: County: MIDDLESEX   Indictment/Accusation No.:   P/G Case #: 21030145-001											
9.	Click on the	Case Caption: STATE OF NEW	JERSEY VS TESTDEF DE	CRIM Case Initia	tion Date: 06/10/2021 Prosecutor:								
	'Generate' button to automatically     Document to be Filed       Selected Filing Type: RECOVERY COURT APPLICATION WITHDRAWAL												
	generate and upload	Filing Role in Case											
	the Recovery Court	Selected Filing Role in the Ca	se: DEFENSE ATTY/DFN	г									
	Application	Upload Required Docume	nts										
	Withdrawal PDF form.	All documents are considered	to be available to the p	public unless othe	erwise provided by Rule 1:38 et. seq. <u>Click here</u> for add	itional information.							
		To upload documents please a	accept the following:										
		Certify that I have redacted all confidential personal identifiers from all documents included in this electronic submission pursuant to R. 1:38-7, unless otherwise required by statute, rule, administrative directive, or court order.											
		Please Note: Each required do	cument must be submitte	ed as individual at	tachments.								
		Document Typ	Access	Restriction (?):	File Name	Document Description	_						
		* RECOVERY COURT APPLIC WITHDRAWAL			Generate								
				_			Back						



10. System generates and	eCO	URTS HOME	eFILING	CASE JACKET	OPEN	I CASES		User: 021851983, /	A. ROTUNNO Firm: PUBLIC DEFENDER APPELLATE					
uploads the Recovery														
Court Application	Up	Jpload Documents & Enter Filing Details												
Withdrawal PDF.														
11. Click on the file name	Bac	Back												
to view the generated		Document has been uploaded successfully.												
pdf.	Case	ase Details: County: MIDDLESEX   Indictment/Accusation No.:   P/G Case #: 21030145-001												
12. The document	Case	e Caption: STAT	E OF NEW JER	SEY VS TESTDEF	DECRIM C	Case Initiati	ion Date: 06/10/2021 Prosecut	tor:						
security is	Docu	ument to be F	iled											
automatically set to	Sele	ected Filing Type	RECOVERY C	OURT APPLICATI	ON WITHD	RAWAL								
'Restricted' allowing	Filin	g Role in Cas	e											
only case prosecutor,	Sele	ected Filing Role	in the Case: D	EFENSE ATTY/DF	NT									
defendant's attorney	Uplo	ad Required	Documents											
and the court to view	All d	ocuments are o	onsidered to b	e available to th	e public ur	nless other	wise provided by Rule 1:38 et.	seq. <u>Click here</u> for ad	ditional information.					
the document.	To up	pload document	s please accep	t the following:										
13. System displays a	* 22	certify that	have redacted	all confidential r	oersonal ide	entifiers fro	om all documents included in this	s electronic submission	pursuant to B 1:38-7, unless otherwise					
trash icon allowing		required by st	atute, rule, ad	ministrative direc	tive, or co	urt order.								
user to delete the	Pleas	e Note: Each re	quired docume	nt must be submi	tted as ind	ividual atta	achments.							
generated PDF, if		D	ocument Type	R	Access estriction		File Name		Document Description					
required.		-			(?):									
14. Click on the	Ŵ	RECOVERY O	COURT APPLIC		STRICTED		eryCourtApplicationWithdrawal.pdf		RECOVERY COURT APPLICATION WITHDRAWAL					
Continue <sup>r</sup> button.					_									
									Back					

	Quality Service	Attorr	ney –	Recover	у Со	ourt Applicatio	on W	/ithdra	wal			
15. System displays the	eCOURTS HOME e		ASE JACKET	OPEN CASES	OPEN CASES User: 021851983, A. ROTUNNO Firm: PUBLIC DEFENDER APP							
'Review and Submit'				1								
screen.	Review and S	ubmit										
16. Click on 'Submit' button												
to complete filing.	Back											
No payment is required for this filing. Please review and then click the "Submit" button when you are ready to file.												
	▼ Case Details: Coun	nty: MIDDLES	EX   Indictm	ent/Accusation No	.:   P/G (	Case #: 21030145-001			View Case Jacket			
	Case Caption: STATE OF	F NEW JERSEY	VS TESTDEF DE	CRIM Case Initiation	Date: 06/1	10/2021 Prosecutor:						
	Document to be Fi	iled										
	Selected Filing Type: RE	ECOVERY COUR		WITHDRAWAL								
	▼ Filing Role in Case	e										
	Selected Filing Role in t	the Case: DEFE	NSE ATTY/DFN	г								
	<ul> <li>Defendant Information</li> </ul>											
	Defendant	t	E	vent Defense Attorney		Next Scheduled Event		Event Date	Event Judge			
	DECRIM, TESTDEF M											
	Uploaded Docume	ents										
	Docum	ment Type		Access Restriction		File Name		Document De	escription			
	RECOVERY COURT APPLI	ICATION WITHD	RAWAL	RESTRICTED	鬼 <u>Recove</u>	eryCourtApplicationWithdrawal.pdf	RECOVERY	Y COURT APPLICAT	ION WITHDRAWAL			
Accounting												
	Attorney's Client Referen	ence No.:							Back Submit			
Upon successful subm	ission, system gener	rates an 'N	A - RECOVE	RY COURT STAT	'US' eve	nt with event reason code	'RC APPI		WN' in PG for			

- Upon successful submission, system generates an 'NA RECOVERY COURT STATUS' event with event reason code 'RC APPLIC WITHDRAWN' in PG for case(s) associated to the filing.
- Notification of filing is sent to the Case Attorney, Case Prosecutor, General Mailbox of the Recovery Court Public Defender and General Mailbox of the Recovery 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 worklist.