



Judiciary Electronic Document Submission (JEDS)

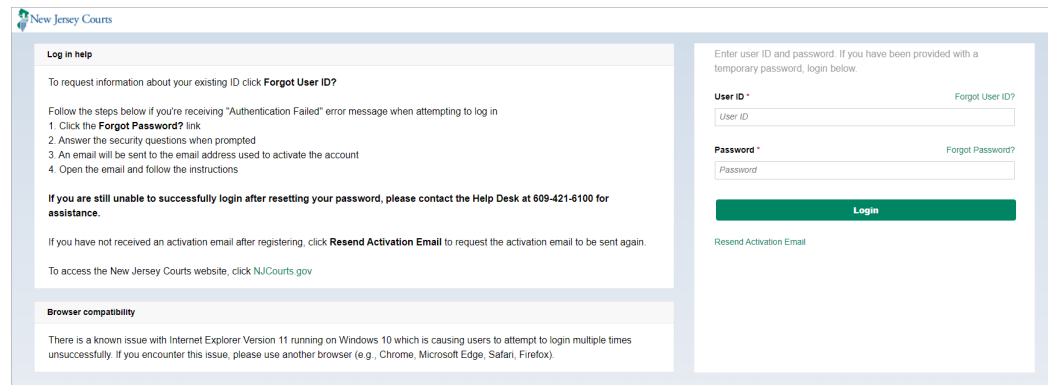
View My Submitted Filings

The quick reference guide below is a step-by-step process for viewing the list of submitted filings.

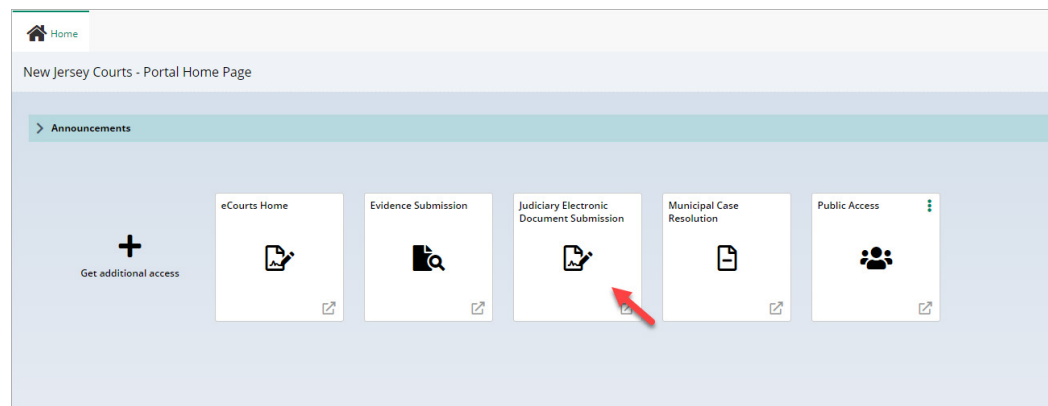
Process

Screenshot

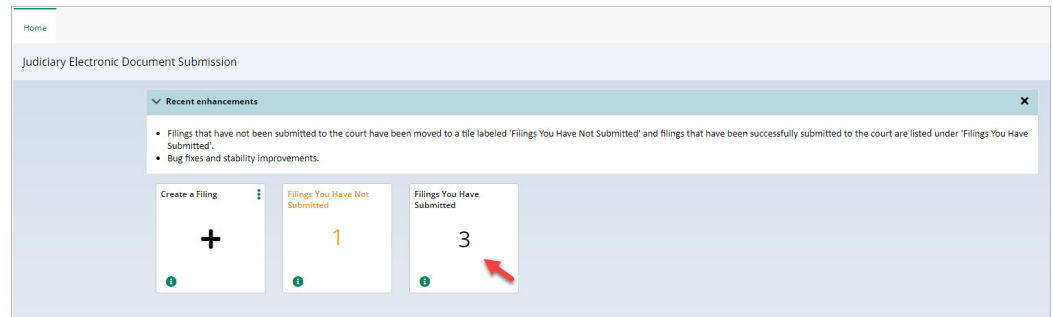
1. Login to the ESSO Portal (<https://portal-cloud.njcourts.gov/prweb/PRAuth/CloudSAMLAuth?AppName=ESSO>)



2. On the New Jersey Courts – Portal Home Page, select 'Judiciary Electronic Document Submission'.

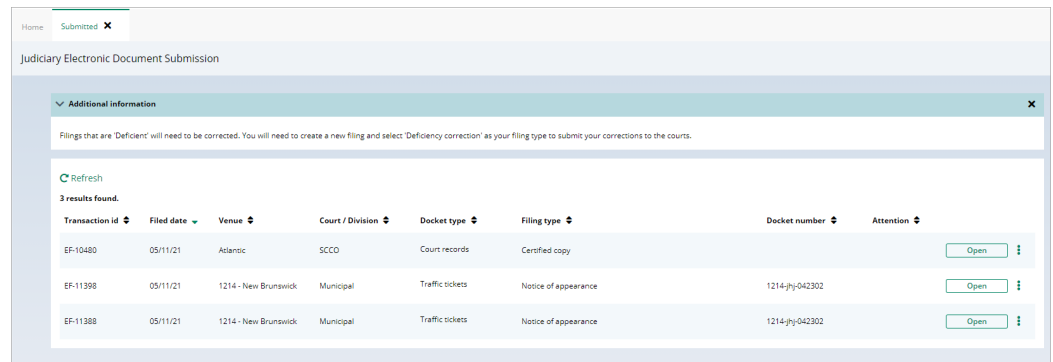


3. On the Home Page, select 'Filings You Have Submitted' tile

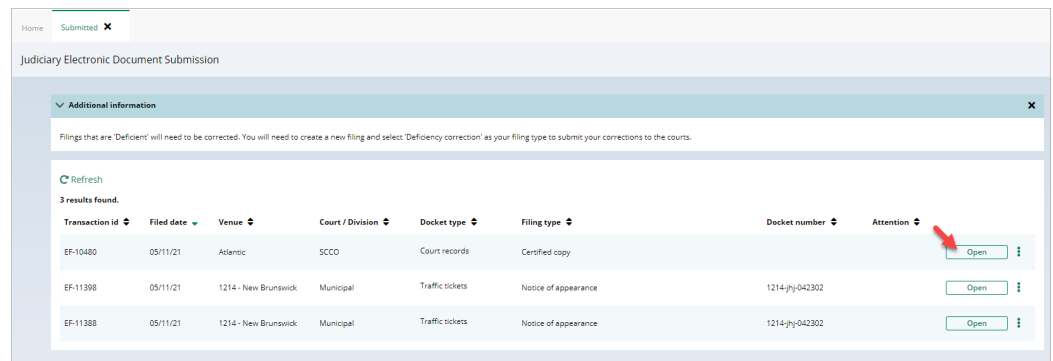


4. List of your submissions will display. Select 'Refresh' to update your list.

Note: To sort by a column, select the arrows



5. Select 'Open' to see the filing details



6. Filing details will display including the court stamped documents, if available.

- For Superior Court filings submitted with a case number, the court stamped document will appear upon entry to the electronic case jacket.
- For Superior Court filings submitted without a case number, the court stamped documents will appear once staff processes the filing.
- For Municipal Court filings, the court stamped document will appear in the case jacket.

The screenshot shows a web interface for filing details. At the top, there are tabs for 'Home' and 'Submitted' with a close icon, and a specific transaction ID 'EF-10480' with a close icon. The main content is divided into four sections:

- Filer information:** A table with columns for Name, User id/Attorney bar id, Email address, and Phone number. The name is 'Test91 M Attytest91 Atty', user id is '90902020', and address is '1 TEST LN, TRENTON, NJ 08625'.
- Filing details:** A table with columns for Court, Docket type, Venue, Filing type, Filing fee, Case number, Case caption, and Filed date. The court is 'SCCO', docket type is 'Court records', venue is 'Atlantic', filing type is 'Certified copy', filing fee is '\$15.00', and filed date is '5/11/21 6:17 PM'.
- Documents:** A table with columns for Document type, Document description, Submitted document, and Court stamped document. The document type is 'Certified copy', description is 'Certified copy', and submitted document is 'JEDS Test PDF.pdf'.
- Payment information:** A table with columns for Payment type, Account number, and Amount paid. The payment type is 'Judiciary Account Charge System(JACS)', account number is '146827', and amount paid is '\$15.00'.

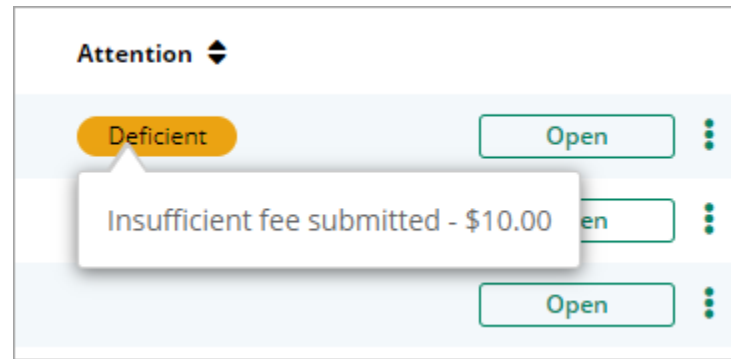
At the bottom right, there are 'Print' and 'Close' buttons.

7. Filings that are deficient will be marked 'Deficient' in the 'Attention' column. When you hover over or select the 'Deficient' token, the details will display.

The screenshot shows a web interface for 'Judiciary Electronic Document Submission'. It features a table with columns for Transaction id, Filed date, Venue, Court / Division, Docket type, Filing type, Docket number, and Attention. The first row is highlighted in light blue and has a yellow 'Deficient' token in the Attention column, with a red arrow pointing to it. The other two rows have 'Open' tokens in the Attention column. Above the table, there is a section for 'Additional information' with a refresh button and a message: 'Filings that are 'Deficient' will need to be corrected. You will need to create a new filing and select 'Deficiency correction' as your filing type to submit your corrections to the courts.'

Transaction id	Filed date	Venue	Court / Division	Docket type	Filing type	Docket number	Attention
EF-10480	05/11/21	Atlantic	SCCO	Court records	Certified copy		Deficient
EF-11388	05/11/21	1214 - New Brunswick	Municipal	Traffic tickets	Notice of appearance	1214-pjy-042302	Open
EF-11388	05/11/21	1214 - New Brunswick	Municipal	Traffic tickets	Notice of appearance	1214-pjy-042302	Open

The reason will also display once you select 'Open' to view the filing details.



Home EF-17650 ✕

⌵ This filing is deficient. Read below for more information.

Other-today

Filer Information

Name	Attorney bar/User id	Address	Phone number
Jed's Test Qa	atcsutest	123 QA Test, Trenton, NJ 08625	6098152900
Email address for notifications			
test@gmail.com			
test2@gmail.com			

Filing details

Court	Docket type	Venue	Filing type
Special Civil Part	DC	Burlington	Digital plain copy
Filing fee	Case number	Case caption	Filed date
---	BUR-DC-000007-21	Test Vs Test Raelyn	6/16/21 12:51 PM
Transaction id			
EF-17650			

Documents

Document type	Document description	Submitted document	Court stamped document ⓘ
Digital plain copy	Completed record request form	Welcome.pdf	Welcome 2.pdf