



Supreme Court Emergent Matter Intake Form

Please note that pursuant to *Rule 2:9-8*, applicants must contact the Supreme Court Clerk’s Office before submitting this form. Applicants should review this form and the *Supreme Court Guidelines for Emergent Matters* prior to calling the Clerk’s Office. Completion of this form does not constitute the filing of a motion or petition for certification. This form is designed to assist the Court with the provision of further instructions and the consideration of temporary relief pending disposition of a motion or petition. **No response may be filed without the Court’s permission.**

General Information

Person completing this form:		Date form was completed:	
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Applicant Information

Name of applicant:			
Applicant’s attorney (or “pro se”):			
Telephone:		Fax:	
E-mail:			

Case Information

Title of case:			
Appellate Division docket #:		Supreme Court docket #:	
Case type (brief description)*:			

(*e.g., bail, landlord-tenant, foreclosure, family court, etc.)

Nature of Relief Requested on Emergent Basis

1. Briefly describe the emergent relief you requested from the **Appellate Division** and attach a copy of its order or disposition. If that court denied your *Application for Permission to File Emergent Motion*, include a copy of that *Application* and any attachments provided to the Appellate Division, including the trial court or agency order. **No other documents may be submitted** unless requested by the Court. (If the Appellate Division accepted briefs and filed an order, further instructions will be provided.)

2. Briefly state the emergent relief you are seeking from the **Supreme Court** (“same as above” if applicable):

3. You must simultaneously serve a copy of this form and attachments on all other attorneys/pro se parties and the trial judge or agency. Have you served them all? Yes or No.