



_____ Municipal Court

Incarcerated Defendant Request for Relief Form

This form is for use by unrepresented defendants incarcerated in a New Jersey State or County correctional facility who are asking that a Municipal Court grant relief or in some way modify the status of the defendant's case. **Send this form *only* to the particular Municipal Court that has jurisdiction over the matter(s) in question.** When submitting this completed form to that Municipal Court, you must enclose the original, for the court's use, and one copy, for the Municipal Prosecutor. Please also retain a copy for your records.

The Rules of Court (*Rule 7:7-2(d)*) require that the Municipal Court respond to a request for relief submitted by an unrepresented incarcerated defendant using this form within 45 days of receipt of the completed form. If at the end of 45 days after submitting the form you have not received a response from the Municipal Court (taking into account mail delivery times), you may seek further relief from the Municipal Presiding Judge of the county within which the particular Municipal Court is located. The addresses for the Municipal Presiding Judges are included on page 3 of this form. When seeking such further relief from the Municipal Presiding Judge, please include a copy of the completed form that you earlier submitted to the particular Municipal Court requesting relief.

Requestor Information			
Name			
AKA (Also Known As)			Date of Birth
Correctional Institution: Name and Address		Inmate Number	
		Projected Release Date	
Home Address (or expected address after release)			
Complaint(s) Information			
Provide as much information as possible to enable the court to identify the complaint(s)			
<input type="checkbox"/> I am not represented by an attorney on any of the following charges:			
Complaint Number(s)	Date of Offense	Charges	Date of Conviction (if appropriate)

☐ Additional page(s) attached if needed.

Municipal Incarcerated Defendant Request for Relief Form**Relief Sought** (check all that apply)☐ I wish to apply for a municipal public defender.☐ I request that my warrant be recalled (cite reason)

☐ I request that my bail amount/conditions of release be modified (cite reason)

☐ I request that the fines/penalties I owe be converted to jail time (cite reason)

☐ I request that the court grant me credit for time served (cite reason)

☐ I request that all or a portion of the monies I owe be vacated (cite reason)

☐ Other relief sought (describe)

☐ I would like my matter(s) scheduled for a court hearing.

☐ Additional page(s) attached if needed.

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

Date

Requestor's Signature**For Court Use Only**Date Received

Explanation

Granted ☐

Partially Granted ☐

Denied ☐

Date Signed

Judge's Signature

Vicinage Municipal Presiding Judges

(for Further Relief if No Response to the Completed Form Received within 45 Days)

As indicated on page 1 of this form, if the Municipal Court to which you submit this completed form does not respond within 45 days, under the Court Rules you may seek further relief from the Municipal Presiding Judge who oversees that and the other Municipal Courts in the county. The addresses of the Municipal Presiding Judges by county/counties are as follows. (Reminder: Initial submission of the completed forms does not go to the Municipal Presiding Judge, but rather to the particular Municipal Court having jurisdiction over the matter(s).)

Atlantic/Cape May Vicinage

Municipal Presiding Judge
Mays Landing Criminal Courts Complex
4997 Unami Boulevard
Mays Landing, NJ 08330

Bergen Vicinage

Municipal Presiding Judge
Bergen County Justice Center
10 Main Street, Suite 309
Hackensack, NJ 07601

Burlington Vicinage

Municipal Presiding Judge
Burlington County Courts Facility
49 Rancocas Road
Mount Holly, New Jersey 08060

Camden Vicinage

Municipal Presiding Judge
6 Executive Campus
Suite 300
Cherry Hill, NJ 08002

Essex Vicinage

Municipal Presiding Judge
Essex County Veterans Courthouse
50 West Market Street
Newark, New Jersey 07102

Hudson Vicinage

Municipal Presiding Judge
Administration Building
595 Newark Ave. – Rm. 406
Jersey City, NJ 07306

Mercer Vicinage

Municipal Presiding Judge
Mercer County Courthouse
209 South Broad Street
4th Floor Annex
Trenton, NJ 08650

Middlesex Vicinage

Municipal Presiding Judge
Middlesex County Courthouse
PO Box 964
New Brunswick, NJ 08903

Monmouth Vicinage

Municipal Presiding Judge
Monmouth County Courthouse
71 Monument Park - Rm. 322 S
Freehold, NJ 07728

Morris/Sussex Vicinage

Municipal Presiding Judge
Morris County Courthouse
Washington & Court Streets
Morristown, NJ 07963

Ocean Vicinage

Municipal Presiding Judge
Ocean County Justice Complex
120 Hooper Ave
Toms River, NJ 08754

Passaic Vicinage

Municipal Presiding Judge
Passaic County Courthouse
77 Hamilton Street – Room 648
Paterson, NJ 07505

Union Vicinage

Municipal Presiding Judge
Union County Courthouse
2 Broad Street
Elizabeth, NJ 07207

Somerset/Hunterdon/Warren Vicinage

Municipal Presiding Judge
Somerset County Courthouse
40 North Bridge Street, - 1st Fl.
Somerville, NJ 08876

Gloucester/Cumberland/Salem Vicinage

Municipal Presiding Judge
Municipal Division Office
19 North Broad Street
Woodbury, NJ 08096