



NEWS RELEASE

**New York State
Unified Court System**

**Hon. Joseph A. Zayas
Chief Administrative Judge**

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Court System Implements Mandatory Online Registration for All New York State Attorneys

NEW YORK—Chief Administrative Joseph A. Zayas and First Deputy Chief Administrative Judge Norman St. George today announced an amendment to Parts 118.1 and 118.3 of the Rules of the Chief Administrator, mandating online registration for all New York attorneys, effective December 1, 2023. Chief Administrative Judge Zayas approved Administrative Orders instituting these rule changes in consultation with Chief Judge Rowan D. Wilson and the Administrative Board of the NYS Courts, which includes the Presiding Justices of the four Departments of the State Supreme Court, Appellate Division.

NY Judiciary Law §468-a and Part 118 of the Rules of the Chief Administrator require the biennial registration of attorneys admitted in the State of New York, whether they are resident or non-resident, active or retired, or practicing law in New York or anywhere else. The amendment will require attorneys to file their biennial registration, which are due every two years within 30 days after their birthday, electronically.

Attorneys obligated to pay the \$375.00 biennial registration fee may securely do so online using a credit card or debit card (with a 2.99% service fee) or with an eCheck (with a \$1.00 service fee). The \$375.00 registration fee, which supports funds for bar admission, lawyer discipline, client protection and legal services for the unrepresented, is allocated as follows: \$60.00 is deposited in the Lawyers' Fund for Client Protection, \$50.00 in the Indigent Legal Services Fund, \$25.00 in the Legal Services Assistance Fund, and the remainder in the Attorney Licensing Fund. No fee is required from

attorneys who certify that they are retired from the practice of law as defined in Part 118.1(g) or serve as in-house counsel and foreign legal consultants covered by Part 118.3.

In conjunction with the new online filing mandate, attorneys will be required to establish an Online Services account to log on to the electronic registration system. The system allows access to maintain current contact information, pay the biennial fee (if required), report CLE compliance and affirm other certifications required by court rules. The Online Services account credential also permits attorneys to securely log on to other UCS systems such as NYSCEF, eTrack, and other portals used for eFiling and case management.

“Mandatory online registration reduces paper waste, shortens processing times and improves data collection, including the accuracy and completeness of attorney information. Embracing an electronic registration system will save money for the State and enhance the court system’s ability to contact and serve attorneys,” said Chief Administrative Judge Zayas.

“Since electronic attorney registration was first introduced, over 80 percent of New York attorneys have voluntarily opted to file online, and an even larger percentage have established their Online Services account. The rule changes announced today will serve to streamline the attorney registration process, making it more efficient and convenient for members of the New York bar who live and practice within the State as well as those who reside in other states and abroad,” said First Deputy Chief Administrative Judge St. George.

A revised biennial registration notice will be introduced in December. While a paper notice will continue to be mailed to attorneys who have not opted to receive email notification as a reminder of their registration due date, the new notice will no longer include a paper registration form to complete and return by mail. However, any paper forms already in circulation will continue to be accepted for filing for some additional period of time.

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