

# NOTICE TO THE BAR

## 2018 IOLTA REGISTRATION

**This is an official notice.** To be in compliance for 2018 with New Jersey Supreme Court Rule 1:28A as amended your response is required not later than February 2, 2018.

Pursuant to R1:28A, participation in the IOLTA program is mandatory for any attorney engaged in the private practice of law. The Regulations of the IOLTA Fund of the Bar of New Jersey approved by the New Jersey Supreme Court require that IOLTA accounts shall be registered **annually** with the IOLTA Fund.

Note that the Low Balance exemption amount remains \$2,500 for the 2018 Registration.

By executing the enclosed form (and the Participation Form if applicable), the undersigned attorney declares compliance for 2018 with the IOLTA Rule and Regulations. **The form must be filed by all attorneys admitted in New Jersey or on behalf of attorneys admitted in New Jersey who are part of a law firm.**

**Information about approved trust account depositories is available online at [www.ioltanj.org](http://www.ioltanj.org).**

Board of Trustees, IOLTA Fund of the Bar of New Jersey

## 2018 IOLTA REGISTRATION INSTRUCTIONS

**THE ENCLOSED REGISTRATION FORM MUST BE COMPLETED AND RETURNED TO IOLTA IN ORDER TO COMPLETE THE 2018 IOLTA REGISTRATION.**

INSTRUCTIONS FOR COMPLETING THE REGISTRATION FORM:

1. The 2018 IOLTA Registration Form must be returned to the IOLTA Fund of the Bar of New Jersey by February 2, 2018. This form may be executed on behalf of a multi-attorney law firm with the signature of the managing partner or other authorized attorney representative verifying firm-wide compliance with the IOLTA Rule. Attach a list (or firm letterhead, if appropriate) of each attorney in the firm admitted in New Jersey.

2. Please be sure to check the appropriate items, fill in the name, firm name and address, trust account number(s), financial institution, and SIGN the form.

3. IT IS POSSIBLE THAT ITEMS 1, 2, AND 3 ARE ALL APPLICABLE TO YOU. **ALL ATTORNEY TRUST ACCOUNTS SUBJECT TO R.1:28A MUST BE REGISTERED ANNUALLY WITH THE IOLTA FUND.**

Check ITEM 1 if you have IOLTA trust account(s) and enter the trust account number and name of financial institution for each IOLTA account in BOX 1: IOLTA Trust Accounts. **INCLUDE A LIST OF ALL FIRM ATTORNEYS ADMITTED IN NEW JERSEY.**

Check ITEM 2 if you maintain general attorney trust account(s) with a combined average balance of less than **\$2,500**. Fill in the trust account number and name of financial institution for each account in BOX 2: Low-Balance Accounts. You will be considered an inactive participant until such time as you notify the Fund that the combined average balance of such accounts exceeds **\$2,500**. An inactive participant remains in compliance with Rule 1:28A, however the designated attorney trust accounts are NOT converted to interest bearing IOLTA accounts. **INCLUDE A LIST OF ALL FIRM ATTORNEYS ADMITTED IN NEW JERSEY.**

**NOTE: Accounts in which ALL monies are at interest for clients are considered Low Balance accounts for IOLTA purposes. Sub-accounts that are not interest-bearing for clients must be interest-bearing for IOLTA. Only the master account needs to be registered.**

Check ITEM 3 if you have a non-interest bearing trust account(s) which should be converted to an interest bearing IOLTA trust account. NOTE: This includes accounts formerly designated as Low-Balance which now have an average balance of more than **\$2,500**. **ALSO COMPLETE AND RETURN THE ENCLOSED PARTICIPATION FORM.**

Check ITEM 4 if you are not required to comply with R.1:21-6. (e.g. government attorney, in-house counsel, retired).

4. You may wish to make and retain a copy of the completed form for your records. You must certify compliance with Rule 1:28A on the Annual Attorney Registration Statement.

5. If you need further assistance, please call us at the number below.

THE **PARTICIPATION FORM** SHOULD BE COMPLETED AND RETURNED ONLY IF THE DESIGNATED ACCOUNT IS TO BE CONVERTED TO AN INTEREST-BEARING IOLTA ACCOUNT.

**COMPLETE THE REGISTRATION FORM AND RETURN BY FEBRUARY 2, 2018 TO:**

IOLTA Fund of the Bar of New Jersey  
New Jersey Law Center  
One Constitution Square  
New Brunswick, NJ 08901-1520  
(732) 247-8222  
[www.ioltanj.org](http://www.ioltanj.org)