

**NEW JERSEY BANKRUPTCY LAWYERS FOUNDATION
APPLICATION FOR PAYMENT OF PRO BONO FILING FEES
GUIDELINES AND INSTRUCTIONS**

The New Jersey Bankruptcy Lawyers Foundation is pleased to announce that it has funds available to assist indigent debtors pay Bankruptcy Court filing fees and has been distributing these funds since September 1, 2004. Attached to this notice is an application form that the Foundation asks the attorney to complete and send in to the address listed on the form. Please be specific in responding to the questions, especially question #5. If accepted a check will be sent to the attorney to cover the appropriate filing fee. (It is assumed that the bankruptcy petition will be filed electronically and the attorney will have charged the fee to his or her credit card).

Please note that funds are limited. For that reason, the Foundation requests that attorneys carefully screen the applications. Not all clients that are eligible for pro bono services need the added assistance to pay the filing fee. Many pro bono clients are able to obtain the funds necessary to pay the fee or are able to make installment payments as allowed by the Bankruptcy Court. To ensure that all qualified needs can be met, the Foundation has established several guidelines for applications:

- a. Applications will only be accepted from attorneys for pro bono clients referred through qualified Legal Aid offices, a law school pro bono program, any New Jersey Legal Services branch office or the Legal Services Hotline.
- b. After October 18, 2005, attorneys will be limited to two applications per year. If you have a third application that you believe should be considered, please provide the Foundation with additional detail as to why the limit should be exceeded. This limit does not extend to applications from New Jersey Legal Services or Legal Services Hotline attorneys.

The Foundation members welcome your suggestions, thoughts, comments and overall feedback on the process. We all hope that the Foundation will continue to expand in future years and make more monies available to as many applicants as possible.