

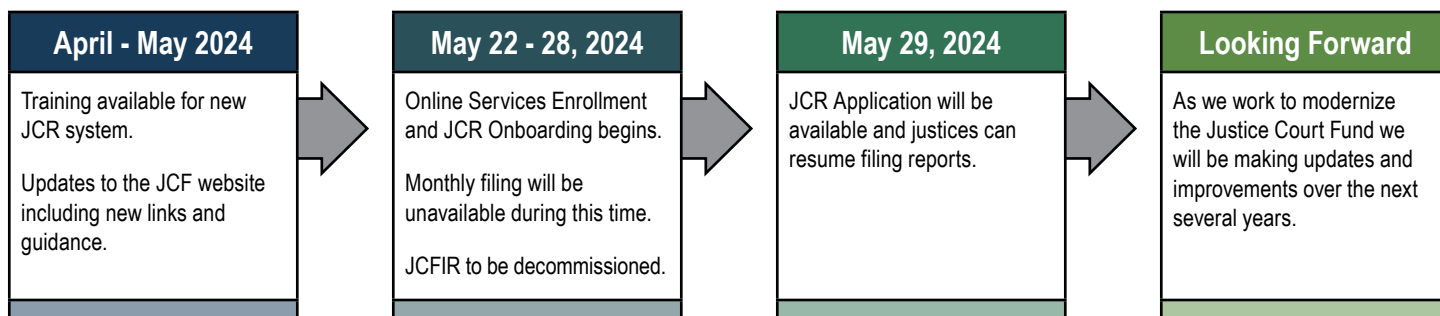
Notice to Town and Village Justices

Important Changes to Required Monthly Reporting

Town and village justices, including associate village justices and temporary justices, are required to report court activities monthly to the Office of the State Comptroller (OSC) Justice Court Fund (Town Law Section 27 or Village Law Section 4-410).

In May 2024, the Justice Court Fund expects to transition justices to a new platform to file their monthly reports. The Justice Court Fund Internet Reporting (JCFIR) system will be replaced with a new, web-based application in OSC's Online Services Portal. This new application is called Justice Court Fund Reporting (JCR). In preparation for the transition, we will provide communication over the next several months and training in the spring. If the anticipated timeline changes, we will keep you updated.

Expected Timeline



What's new

- Adjustment information will be added directly within the filing application.
- Report submission confirmation will be provided in real time.
- Filing will be available on the day a justice's term ends, reducing the need to return to the court.

If you have feedback or questions on the application, please e-mail the Justice Court Fund Modernization unit at:
JCFModernization@osc.ny.gov.

If you need filing assistance, please contact the Justice Court Fund at 1-866-321-8503, option 2 or at:
courtfund@osc.ny.gov.