

The official e-newsletter for Justices of the Peace in NSW

NEWSFLASH!

NEW JP SYSTEM TO LAUNCH IN APRIL 2019 — REAPPLY FOR APPOINTMENT EARLY!

The Department of Justice is developing a new online system for managing Justice of the Peace (JP) appointments and reappointments.

The new system will allow all NSW JPs to manage their JP appointment and reappointment completely online.

In preparation for the launch of this system in 2019, **we will not be accepting applications for new JP appointment or reappointment from 11 January 2019 (5pm) to 1 April 2019.**

If your appointment expires **between January 2019 and May 2019** and you wish to continue as a JP during this time, you must lodge an application form **before 11 January 2019** in order for it to be processed either:

- [online](https://jp.lawlink.nsw.gov.au/public/startReappointment.do) at <https://jp.lawlink.nsw.gov.au/public/startReappointment.do>
- [mail](#) by returning a form to Appointment Services, GPO Box 6, Sydney NSW 2001
- [email](mailto:jp@justice.nsw.gov.au) to jp@justice.nsw.gov.au

If you are unsure of your expiry date, or do not have an email address, please contact us on the details below and we will assist you in getting your reappointment application completed **prior to 11 January 2019.**

Please let all your fellow JPs know about this change as not all of your 95,000 strong cohort receive our newsletter.

Please update your contact details:

The new JP system will require **all JPs in NSW to have an email address** for registration and correspondence purposes.

We received a number of email bounce backs when we emailed our last newsletter out so please encourage your fellow JPs to check with us to ensure we have their current email addresses.

Update your contact details online, call us or send us an email!

Update to Statutory Declaration forms

There has been a change to the guidance notes on standard statutory declaration forms to add further information in the guidance note section. The updated forms can be found [here](#).

Statutory declarations on the old form that do not include the additional note can still be validly witnessed.

Witnessing overseas and interstate documents

We continue to receive lots of correspondence asking whether NSW JPs can witness the execution of a number of overseas and interstate documents, including QLD land titles documents.

The Attorney has asked the Department to review aspects of JP functions. The review included the issue of JP's power to witness overseas and interstate documents.

Don't forget about law access for help with affidavits and their annexures and exhibits

We often get asked about the procedure for witnessing annexures and exhibits to affidavits. Annexures and exhibits are different ways of attaching documents to an affidavit and each has its own process to be followed to be witnessed correctly.

The [Lawaccess website](#) includes information about witnessing annexures and exhibits including how the pages must be numbered and where you and the deponents must sign. The checklist for writing affidavits is particularly useful!

Applying for online reappointment

Unfortunately the online reappointment system is not working for JPs with registration numbers between 100501 and 134810. If you experience difficulties completing an online reappointment, please download the below paper form and mail it to Appointment services.

[Click here to download the paper reappointment form.](#)

Contact us:

JP website: www.jp.nsw.gov.au,

Write to: Appointment Services, NSW Department of Justice, GPO Box 6, SYDNEY NSW 2001.

Email: jp@justice.nsw.gov.au

JP Infoline: **(02) 8688 7487**
(9:00am. 5:00pm business days)