

NJIPLA – Proposal for Intake Procedures

When appropriate, the New Jersey Intellectual Property Law Association, through its Amicus Committee, endeavors to assist courts in connection with the resolution of intellectual property disputes through the submission of amicus briefs. Although NJIPLA will often consider whether to participate in a proceeding through its own initiatives, the organization also entertains suggestions from its members and others as to whether NJIPLA should serve as an amicus curiae in a given proceeding. The following guidelines and procedures relate to NJIPLA's process for evaluating outside requests for amicus participation.

1. NJIPLA typically serves as an amicus curiae at the appellate level, and its amicus participation principally concern issues that impact intellectual property protection and related proceedings.
2. A request for amicus participation should be sent to the attention of the NJIPLA President electronically. The President shall forward the request materials to the appropriate members of the NJIPLA Amicus Committee for consideration. Pertinent contact information is available on the NJIPLA website (<https://www.njipla.org>).
3. Any request for amicus participation should be made no less than 30 days – and preferably 45 days – prior to the deadline for the submission of an amicus brief by NJIPLA.
4. If a request for amicus participation is made by a party or participant in the underlying proceeding, all parties and participants to the proceedings must receive copies of the request.
5. A request should include:
 - a. A statement of the case, including the case name(s) and tribunal(s) as well as the case history;
 - b. any relevant opinions, decisions, or other findings and conclusions;
 - c. the issues for which amicus participation is requested and an explanation as to why the issues are significant to NJIPLA or its members;
 - d. the position of the requester and the positions of the other participants and parties (if known);
 - e. contact information – including names and email addresses – for lead counsel for the participants and parties to the proceeding;
 - f. the names of any other organizations or individuals from which amicus support has or will be requested;
 - g. a statement of consent to the filing of an amicus brief by NJIPLA; and

- h. the briefing schedule, including due date for the submission of NJIPLA's amicus brief.
- 6. A request that does not follow the NJIPLA's amicus intake procedures may still be considered by the organization. However, NJIPLA reserves the right to disregard or otherwise reject any non-compliant requests.
- 7. NJIPLA reserves the right to modify these procedures without notice, but any modifications will not be deemed effective until they are published to the NJIPLA website. Unless noted otherwise, all modifications will be deemed to apply to requests that have not yet been submitted to NJIPLA.