

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
MUNICIPAL DEPARTMENT/DISTRICT FIRST

PRINT NAME OF PERSON OR PARTY SUING

Plaintiff(s)

v.

PRINT NAME OF PERSON OR PARTY BEING SUED

Defendant(s)

No. CLERK WILL ASSIGN YOUR CASE NUMBER

CHECK BLACKBOARD FOR RETURN DATE

Return Date PRINT RETURN DATE

COMPLAINT

The Plaintiff(s) claim(s) as follows.

1. The Plaintiff(s) is/are entitled to possession of the following described premises:

PRINT THE COMPLETE ADDRESS OF
THE PERSON OR PARTY BEING SUED
INCLUDING CITY AND ZIP CODE

2. Defendant(s) unlawfully withhold possession of the premises from the Plaintiff(s) for the following reason:

- a. The Defendant(s) failed to pay rent.
- b. The Defendant(s) held over after the tenancy ended.
- c. The Defendant(s) breached the terms of the lease by _____
- d. _____

(Insert specific facts showing how Defendant is unlawfully withholding possession.)

(Strike "2a", "2b", "2c" or "2d" , as appropriate.)

3. The Plaintiff(s) claim(s) possession of the property.

PLEASE SIGN YOUR NAME

Attorney for Plaintiff(s) / Plaintiff Pro-Se

I/We PRINT NAME OF PERSON OR PARTY SUING, on oath state that I/we
am/are the Plaintiff(s) in the above entitled action. The allegations in this Complaint are true.

Atty No.: **PRINT "PRO SE-99500" IF NO ATTORNEY**

Name: **PRINT YOUR NAME**

Attorney for: **IF NO ATTORNEY, LEAVE BLANK**

Address: **PRINT YOUR ADDRESS**

City/State/Zip: **PRINT YOUR CITY, STATE AND ZIP CODE**

Telephone: **PRINT YOUR COMPLETE TELEPHONE NUMBER**

PLEASE SIGN YOUR NAME

[x] Under penalties as provided by law pursuant to 735 ILCS
5/1-109 the abovesigned certifies that the statements set
forth herein are true and correct.

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
MUNICIPAL DEPARTMENT/DISTRICT _____

| | | | |
|----|--------------|---|-------------------|
| | Plaintiff(s) | } | No. _____ |
| v. | | | Return Date _____ |
| | Defendant(s) | | |

COMPLAINT

The Plaintiff(s) claim(s) as follows.

1. The Plaintiff(s) is/are entitled to possession of the following described premises:

2. Defendant(s) unlawfully withhold possession of the premises from the Plaintiff(s) for the following reason:

- a. The Defendant(s) failed to pay rent.
- b. The Defendant(s) held over after the tenancy ended.
- c. The Defendant(s) breached the terms of the lease by _____
- d. _____

(Insert specific facts showing how Defendant is unlawfully withholding possession.)

(Strike "2a", "2b", "2c" or "2d" , as appropriate.)

3. The Plaintiff(s) claim(s) possession of the property.

Attorney for Plaintiff(s) / Plaintiff Pro-Se

I/We _____, on oath state that I/we am/are the Plaintiff(s) in the above entitled action. The allegations in this Complaint are true.

Atty No.: _____

Name: _____

Attorney for: _____

Address: _____

City/State/Zip: _____

Telephone: _____

[x] Under penalties as provided by law pursuant to 735 ILCS 5/1-109 the abovesigned certifies that the statements set forth herein are true and correct.

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
MUNICIPAL DEPARTMENT, First DISTRICT

| | | |
|--|---|--|
| <u>Print Name or Person or Party Suing</u> <p style="text-align: right;">Plaintiff(s)</p> <p style="text-align: center;">v.</p> <u>Print Name of Person or Party Being Sued</u> <p style="text-align: right;">Defendant(s)</p> | } | Case No. <u>Please See Clerk for Case Number</u> <u>Print Amount Plus Court Cost</u> Rent Amount Claimed: \$ _____ * Trial Date: <u>Print trial date</u> Time: <u>Print</u> Court Location: <u>Richard J. Daley Center</u> |
|--|---|--|

SUMMONS FOR TRIAL
BEFORE YOU GO TO COURT, YOU MUST PAY YOUR APPEARANCE FEE.

You are hereby SUMMONED to Court, however, you must file your appearance and pay the required fee with the Clerk of the Circuit Court's Office at the court location on this form, on or before the date and before the time of the trial. IF YOU DO NOT FILE AN APPEARANCE and contest the claim, a JUDGMENT BY DEFAULT may be entered for the relief requested in the complaint, ordering that you be evicted. If judgment is entered against you, the SHERIFF may evict you. A money judgment may also be entered against you if requested in the complaint.

The Plaintiff(s), named above, has/have filed a complaint in this Court to have you evicted. A true and correct copy of the complaint is attached.

THEREFORE, you, the Defendant(s), after you have filed an appearance, are hereby summoned to appear in person before

this Court on* Print Court Date at Print Time (a.m.)(p.m.) in Courtroom Print Rm #
at Richard J. Daley Center, 50 W. Washington, Chicago, IL, at which time and place a
(Location)

TRIAL will be held on the complaint. (See top of this form if blanks not filled in).

*Not less than 7 days nor more than 40 days after issuance of summons.

SEE FEES ON THE REVERSE SIDE OF THIS FORM.

INSTRUCTIONS TO SHERIFF

This summons must be returned by the officer or other person to whom it was given for service, with endorsement of service and fees, if any, immediately after service and not less than seven (7) days before the day for appearance. If service cannot be made, this summons shall be returned so endorsed.

This summons may not be served later than seven (7) days before the trial date.

Atty. No.: Print "Pro Se - 99500" If No Attorney
Name: Print Your Name
Atty. for: If No Attorney, Leave Blank
Address: Print Your Address
City/State/Zip: Print Your City, State and Zip Code
Telephone: Print Your complete Telephone Number

WITNESS Upon Payment of Filing Fee, _____
Clerk Will Sign and Seal
DOROTHY BROWN, Clerk of Court

DATE OF SERVICE _____,
(To be inserted by officer on copy left with Defendant or other person)

DOROTHY BROWN, CLERK OF THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

IMPORTANT INFORMATION FOR DEFENDANTS

THIS IS AN EVICTION SUMMONS

On the date and at the time shown on the other side, the court will decide whether you will have to move or whether you can continue to stay. **YOU MUST BE ON TIME FOR COURT. HAVING TO GO TO WORK, BEING ILL, OR DOING SOMETHING ELSE DOES NOT MEAN YOU CAN MISS COURT.**

APPEARANCE FEES INCLUDE A COUNTY LAW LIBRARY FEE OF \$13.00, THE COURT AUTOMATION FEE OF \$15.00, A DOCUMENT STORAGE FEE OF \$15.00, THE COURT SERVICES FEE OF \$25.00, CHILDREN'S WAITING ROOM FEE OF \$10.00 AND THE MANDATORY ARBITRATION FEE OF \$10.00 WHERE APPLICABLE.

JURY FEES ARE AS FOLLOWS:

APPEARANCE FEES (BASED ON AMOUNT OF CLAIM)
(ALL CASES; NO DISPUTE RESOLUTION CHARGED)

| | |
|-------------------------------------|----------|
| FORCIBLE DETAINER (POSSESSION ONLY) | \$168.00 |
| \$1,500.00 OR LESS | \$168.00 |
| \$1,500.00 TO \$15,000.00 | \$178.00 |
| MORE THAN \$15,000.00 | \$198.00 |

| | |
|--|-------------|
| CLAIMS FOR DAMAGES NOT IN EXCESS OF \$10,000.00 | |
| *SIX-PERSON | \$12.50 |
| *TWELVE-PERSON JURY | \$25.00 or |
| \$12.50 if another party paid for a jury of six | |
| CLAIMS FOR DAMAGES NOT IN EXCESS OF \$15,000.00 | |
| *SIX-PERSON | \$115.00 |
| *TWELVE-PERSON JURY | \$230.00 or |
| \$115.00 if another party paid for a jury of six | |
| CLAIMS FOR DAMAGES IN EXCESS OF \$15,000.00 | |
| *TWELVE-PERSON JURY | \$230.00 |

*THESE FEES MAY BE WAIVED BY APPROPRIATE COURT ORDER. YOU HAVE THE RIGHT TO FILE A PETITION SEEKING SUCH AN ORDER.

IF YOU DON'T COME TO COURT

The court may order you to move within a short period of time. **IF YOU DON'T MOVE**, your landlord can have the SHERIFF move you and all of your belongings out. The sheriff will put your property outside and you will have to make arrangements to move it somewhere else.

YOU HAVE RIGHTS

1. You have the right to come to court and tell your side of the case.
2. You have a right to a trial by jury. A request for a jury trial must be in writing and filed with the Clerk of the Circuit Court prior to your hearing. You must request a jury trial immediately when your case is called, before your trial actually starts.
3. You may come to court and speak for yourself, or you may have a lawyer represent you. If you want a lawyer, you must get one right away. If you are unable to come to court for any reason, you should talk to a lawyer.
4. If you do not have a lawyer, and are not able to afford one, you may call one of the following Lawyer Referral Services and ask them to recommend a lawyer for you.
 - CARPLS (Cook County's Legal Aid Hotline), Telephone (312) 738-9200
 - Chicago Bar Association Lawyer Referral Service, 321 S. Plymouth Ct., Chicago, IL 60604, Telephone (312) 554-2001
 - Illinois Tenants Union Eviction Hotline, Telephone (773) 478-1133
 - Cook County Bar Association Lawyer Referral Service, 188 W. Randolph St., Suite 720, Chicago, IL 60601, Telephone (312) 630-1157
 - Other Lawyer Referral Services are listed in your telephone directory.
5. If you cannot afford a lawyer, you may call one of the following agencies that may be able to provide you with free legal help:
 - Cabrini-Green Legal Aid; 206 W. Division Chicago, IL 60610, Telephone (312) 266-1345 (Initial \$20 Fee)
 - Chicago Volunteer Legal Services, Telephone (312) 332-1624
 - Legal Assistance Foundation of Metropolitan Chicago; 111 W. Jackson Blvd., 3rd Floor; Chicago, IL 60604, Telephone (312) 341-1070 Fax (312) 341-1041
 - Law Offices of Kent College of Law Advice Desk, Room 602 Daley Center, Telephone (312) 603-3579
 - Lawyer's Committee for Better Housing, Inc.; 220 S. State, Suite 1700; Chicago, IL 60604, Telephone (312) 347-7600 Fax (312) 347-7604

Participating agencies of the Housing Advocacy Consortium: Cabrini-Green Legal Aid; CARPLS; Chicago Lawyer's Committee for Civil Rights; Lawyers' Committee for Better Housing, Inc.; Legal Assistance Foundation of Metropolitan Chicago; Metropolitan Tenants Organization and National Center on Poverty Law.

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
MUNICIPAL DEPARTMENT, _____ DISTRICT

Plaintiff(s)
v.

Defendant(s)

Address of Defendant(s)

Case No. _____
Rent Amount Claimed: \$ _____
*Trial Date: _____ Time: _____
Court Location: _____

Please serve as follows: Sheriff Service Alias (Plaintiff check one)

**EVICITION SUMMONS FOR TRIAL
BEFORE YOU GO TO COURT, YOU MUST PAY YOUR APPEARANCE FEE.**

You are hereby **SUMMONED** to Court, however, you must file your appearance and pay the required fee with the Clerk of the Circuit Court's Office at the court location on this form, on or before the date and before the time of the trial. **IF YOU DO NOT FILE AN APPEARANCE** and contest the claim, a **JUDGMENT BY DEFAULT** may be entered for the relief requested in the complaint, ordering that you be evicted. If judgment is entered against you, the SHERIFF may evict you. A money judgment may also be entered against you if requested in the complaint.

The Plaintiff(s), named above, has/have filed a complaint in this Court to have you evicted. A true and correct copy of the complaint is attached.

THEREFORE, you, the Defendant(s), after you have filed an appearance, are hereby summoned to appear in person before this Court on* _____, _____ at _____ a.m./p.m. in Courtroom _____ at

(Court Location)

at which time and place a **TRIAL** will be held on the complaint. *(See top of this form if blanks not filled in.)*

*Not less than 7 days nor more than 40 days after issuance of summons.

INSTRUCTIONS TO SHERIFF

This summons must be returned by the officer or other person to whom it was given for service, with endorsement of service and fees, if any, immediately after service and not less than seven (7) days before the day for appearance. If service cannot be made, this summons shall be returned so endorsed.

Atty. No.: _____
Name: _____
Atty. for: _____
Address: _____
City/State/Zip Code: _____
Telephone: _____

WITNESS _____, _____

DOROTHY BROWN, Clerk of Court
DATE OF SERVICE _____, _____
(To be inserted by officer on copy left with Defendant or other person)

IMPORTANT INFORMATION FOR DEFENDANTS

THIS IS AN EVICTION SUMMONS

On the date and at the time shown on the other side, the court will decide whether you will have to move or whether you can continue to stay. YOU MUST BE ON TIME FOR COURT. HAVING TO GO TO WORK, BEING ILL, OR DOING SOMETHING ELSE DOES NOT MEAN YOU CAN MISS COURT.

Any person wishing to sue or defend a case as an indigent must petition the court to have the fees, costs, and charges associated with the proceedings waived

Customers may visit www.cookcountyclerkofcourt.org to access the Clerk's filing fees or telephone the Civil Division at (312) 603-5116 with additional questions.

IF YOU DO NOT COME TO COURT

The court may order you to move within a short period of time. IF YOU DO NOT MOVE, your landlord can have the SHERIFF move you and all of your belongings out. The sheriff will put your property outside and you will have to make arrangements to move it.

YOU HAVE RIGHTS

1. You have the right to come to court and tell your side of the case.
2. You have a right to a trial by jury. A request for a jury trial must be in writing and filed with the Clerk of the Circuit Court prior to your hearing. You must request the jury trial immediately when your case is called, before your trial actually starts.
3. You may come to court and speak for yourself, or you may have a lawyer represent you. If you want a lawyer, you must get one right away. If you are unable to come to court for any reason, you should talk to a lawyer.
4. If you do not have a lawyer, and are not able to afford one, you may call one of the following Lawyer Referral Services and ask them to recommend a lawyer for you:
 - **CARPLS (Cook County's Legal Aid Hotline):** Telephone (312) 738-9200
 - **Chicago Bar Association Lawyer Referral Service:** 321 S. Plymouth Ct., Chicago, IL 60604, Telephone (312) 554-2001
 - **Illinois Tenants Union Eviction Hotline:** Telephone (773) 478-1133
 - **Cook County Bar Association Lawyer Referral Service:** 39 S. LaSalle, Suite 1117, Chicago, IL 60603, Telephone (312) 630-1157
 - Other Lawyer Referral Services are listed in your telephone directory.
5. If you cannot afford a lawyer, you may call one of the following agencies that may be able to provide you with free legal help:
 - **Cabrini-Green Legal Aid:** 740 N. Milwaukee Ave., Chicago, IL 60642, Telephone (312) 738-2452 (CGLA) (Initial \$20 Fee)
 - **Chicago Volunteer Legal Services:** Telephone (312) 332-1624
 - **Legal Assistance Foundation of Metropolitan Chicago:** 120 S. LaSalle Street, Suite 900, Chicago IL 60603, Telephone (312) 341-1070, Fax (312) 341-1041
 - **Law Offices of Kent College of Law Advice Desk:** Room 602 Daley Center, Telephone (312) 603-3579
 - **Lawyer's Committee for Better Housing, Inc.:** 33 N. LaSalle, Suite 900, Chicago, IL 60602, Telephone (312) 347-7600, Fax (312) 347-7604

Participating agencies of the Housing Advocacy Consortium: Cabrini-Green Legal Aid; CARPLS; Chicago Lawyer's Committee for Civil Rights; Lawyers' Committee for Better Housing, INC.; Legal Assistance Foundation of Metropolitan Chicago; Metropolitan Tenants Organization and National Center on Poverty Law.

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
MUNICIPAL DEPARTMENT / FIRST DISTRICT

PRINT NAME OF PERSON OR PARTY SUING

Plaintiff(s)

v.

PRINT NAME OF PERSON OR PARTY BEING SUED

Defendant(s)

No. PRINT YOUR CASE NUMBER

ORDER FOR POSSESSION

This cause coming on to be heard upon the complaint of the Plaintiff(s),

PRINT NAME OF PERSON OR PARTY SUING, and the issues thereof having been heard and

determined by PRINT COURTOR JURY

(court) (jury)

and said

PRINT COURTOR JURY

(court) (jury)

having found that the

Plaintiff(s)

PRINT NAME OF PERSON OR PARTY SUING

is/are entitled to the possession of

the premises described herein.

IT IS THEREFORE ORDERED AND ADJUDGED:

PRINT NAME OF PERSON
OR PARTY BEING SUED

1. That the Plaintiff(s) have and recover of and from the Defendant(s),

PRINT NAME OF PERSON OR PARTY BEING SUED, the possession of the following described premises:

Name: PRINT NAME OF PERSON OR PARTY BEING SUED

Address: PRINT ADDRESS

Floor - Apt No. _____

City - State - Zip: PRINT CITY, STATE AND ZIP CODE

2. That the Plaintiff(s) have and recover of and from the Defendant(s),

PRINT NAME OF PERSON
OR PARTY BEING SUED

the sum of

PRINT JUDGMENT AMOUNT

dollars and costs.

3. Enforcement of this judgment is stayed until

PRINT MOVING DATE

(date)

I hereby certify the above to be correct.

Dated: _____

(Seal of Clerk of Circuit Court)

This order is the command of the Circuit Court and violation thereof is subject to the penalty of law.

Clerk of the Circuit Court of Cook County, Illinois

Atty. No.: PRINT "PRO SE-99500" IF NO ATTORNEY

Atty. Name: PRINT YOUR NAME

ENTERED: _____

Atty. for Plaintiff (or) Pro Se Plaintiff:

Dated: _____

IF NO ATTORNEY, LEAVE BLANK

Address: PRINT YOUR ADDRESS

City/State/Zip: PRINT YOUR CITY, STATE AND ZIP CODE

Judge

Judge's No.

Telephone: PRINT YOUR COMPLETE TELEPHONE NUMBER

DOROTHY BROWN, CLERK OF THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

ORIGINAL - FILE WITH CLERK'S OFFICE

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
MUNICIPAL DEPARTMENT _____ DISTRICT

Plaintiff(s)

v.

No. _____

Defendant(s)

ORDER FOR POSSESSION

This cause coming on to be heard upon the complaint of the Plaintiff(s), _____

_____, and the issues thereof having been heard and

determined by _____ and said _____ having found that the
(court) (jury) (court) (jury)

Plaintiff(s) _____ is/are entitled to the possession of
the premises described herein.

IT IS THEREFORE ORDERED AND ADJUDGED:

1. That the Plaintiff(s) have and recover of and from the Defendant(s), _____
_____, the possession of the following described premises:

Name: _____

Address: _____

Floor - Apt No. _____

City - State - Zip: _____

2. That the Plaintiff(s) have and recover of and from the Defendant(s), _____
_____ the sum of _____ dollars and costs.

3. Enforcement of this judgment is stayed until _____
(date)

I hereby certify the above to be correct.

Dated: _____
(Seal of Clerk of Circuit Court)

Clerk of the Circuit Court of Cook County, Illinois

*This order is the command of the Circuit Court and
violation thereof is subject to the penalty of law.*

Atty. No.: _____

Atty. Name: _____

Atty. for Plaintiff (or) Pro Se Plaintiff: _____

ENTERED:

Dated: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Judge

Judge's No.

DOROTHY BROWN, CLERK OF THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

Copy Distribution - White: 1. ORIGINAL - FILE CLERK'S OFFICE Green: 2. FILE SHERIFF'S OFFICE

Canary: 3. FILE WITH SHERIFF'S OFFICE Pink: 4. SHERIFF'S OFFICE Gold: 5. RETAIN FOR YOUR RECORDS

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

PRINT NAME OF PERSON OR PARTY SUING
_____ Plaintiff(s)

v.

PRINT NAME OF PERSON OR PARTY BEING SUED
_____ Defendant(s)

No. PRINT YOUR CASE NUMBER

EXAMPLE

MOTION

*1. SERVICE OF PROCESS in this cause has not been made by the Sheriff. The Sheriff's return, not found, is dated _____, _____.

*2. The Sheriff of _____ County has not attempted service of process upon the defendant, however, the following facts as set forth more specifically in the attached affidavit provide a sufficient basis for the appointment of a special process server.

Petitioner moves the court to order service of process to be made by:

NAME PRINT NAME OF SPECIAL PROCESS SERVER

ADDRESS PRINT ADDRESS OF SPECIAL PROCESS SERVER

EMPLOYMENT PRINT NAME AND ADDRESS OF EMPLOYER OF SPECIAL PROCESS SERVER
(NAME AND ADDRESS) _____

A person over 18 years of age and not a party to this action.

Atty. No.: PRINT "PRO SE-99500" IF NO ATTORNEY

Name: PRINT YOUR NAME

Attorney for: IF NO ATTORNEY, LEAVE BLANK

Address: PRINT YOUR ADDRESS

City/State/Zip: PRINT YOUR CITY, STATE AND ZIP CODE

Telephone: PRINT YOUR COMPLETE TELEPHONE NUMBER

Under penalties as provided by law pursuant to 735 ILCS 5/1-109, the undersigned certifies that the statements set forth herein are true and correct or on information and belief, certifies that he/she verily believes the same to be true.

PRINT TODAY'S DATE _____, _____
Date

PLEASE SIGN YOUR NAME

Movant or Attorney for Movant

ORDER

IT IS HEREBY ORDERED that _____
is hereby appointed to make service of process in this cause. this motion is stricken.

Reason: _____

Dated _____, _____

ENTERED: _____
Judge Judge's No.

*Strike inapplicable paragraph.

THE AFFIDAVIT OF RETURN OF SERVICE upon execution shall be stapled to the back side of the Court Summons and returned to court.

DOROTHY BROWN, CLERK OF THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

| | | | | |
|----|--|--------------|---|-----------|
| v. | | Plaintiff(s) | } | No. _____ |
| | | Defendant(s) | | |

MOTION

*1. SERVICE OF PROCESS in this cause has not been made by the Sheriff. The Sheriff's return, not found, is dated _____, _____.

*2. The Sheriff of _____ County has not attempted service of process upon the defendant, however, the following facts as set forth more specifically in the attached affidavit provide a sufficient basis for the appointment of a special process server.

Petitioner moves the court to order service of process to be made by:

NAME _____

ADDRESS _____

EMPLOYMENT (NAME AND ADDRESS) _____

A person over 18 years of age and not a party to this action.

Atty. No.: _____

Name: _____

Attorney for: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Under penalties as provided by law pursuant to 735 ILCS 5/1-109, the undersigned certifies that the statements set forth herein are true and correct or on information and belief, certifies that he/she verily believes the same to be true.

| | |
|---------------|--|
| _____ Date | _____ Movant or Attorney for Movant |
|---------------|--|

ORDER

IT IS HEREBY ORDERED that _____ is hereby appointed to make service of process in this cause. this motion is stricken.

Reason: _____

| | | | |
|--------------------|----------------|----------------|----------------------|
| Dated _____, _____ | ENTERED: _____ | _____ Judge | _____ Judge's No. |
|--------------------|----------------|----------------|----------------------|

*Strike inapplicable paragraph.

THE AFFIDAVIT OF RETURN OF SERVICE upon execution shall be stapled to the back side of the Court Summons and returned to court.

DOROTHY BROWN, CLERK OF THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
MUNICIPAL DEPARTMENT/FIRST DISTRICT

EXAMPLE

PRINT NAME OF PERSON OR PARTY SUING
Plaintiff

v.

No. PRINT YOUR CASE NUMBER
Forcible Detainer

PRINT NAME OF PERSON OR PARTY BEING SUED
Defendant

NOTICE REQUIRING APPEARANCE IN PENDING ACTION

To the Defendant PRINT NAME OF PERSON OR PARTY BEING SUED

The requisite affidavit for Notice by Posting having been filed, you are notified that at the instance of Plaintiff PRINT NAME OF PERSON OR PARTY SUING the above entitled action against you for the recovery of the possession of real estate is now pending in the Circuit Court of Cook County, Illinois; that the premises, the possession of which is sought to be recovered by the Plaintiff from you, are located in PRINT NAME OF CITY Illinois, and are described as follows:

PRINT ADDRESS AND APARTMENT NUMBER (IF APPLICABLE)
OF THE PERSON OR PARTY BEING SUED. INCLUDE OTHER
DESCRIPTIVE INFORMATION IF NECESSARY.

Summons was issued in said suit and was returned without service stating that service could not be obtained.

You are hereby required to appear in person on*

PRINT COURT DATE, at PRINT NAME m., in Courtroom PRINT ROOM NO.
at RICHARD J. DALEY CENTER, 50 W. WASHINGTON, CHICAGO, IL for the TRIAL of this case.

You are further required to file your written appearance by yourself or your attorney at the same time and place.

If you fail to appear for trial, judgment by default will be entered against you for the possession of the aforesaid premises. After the judgment is entered, the Sheriff may evict you.

Witness: Clerk of Court

*The day set for appearance must be at least 10 days after the copies of this notice are posted.

DOROTHY BROWN, CLERK OF THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
MUNICIPAL DEPARTMENT/ _____ DISTRICT

| | | | |
|----|-----------|---|--------------------------------|
| | Plaintiff | } | No. _____ Forcible Detainer |
| v. | | | |
| | Defendant | | |

NOTICE REQUIRING APPEARANCE IN PENDING ACTION

To the Defendant _____

The requisite affidavit for Notice by Posting having been filed, you are notified that at the instance of Plaintiff _____ the above entitled action against you for the recovery of the possession of real estate is now pending in the Circuit Court of Cook County, Illinois; that the premises, the possession of which is sought to be recovered by the Plaintiff from you, are located in _____ Illinois, and are described as follows:

Summons was issued in said suit and was returned without service stating that service could not be obtained.

You are hereby required to appear in person on*

_____, _____, at _____ m., in Courtroom _____
at _____ for the TRIAL of this case.

You are further required to file your written appearance by yourself or your attorney at the same time and place.

If you fail to appear for trial, judgment by default will be entered against you for the possession of the aforesaid premises. After the judgment is entered, the Sheriff may evict you.

Witness: _____,
Clerk of Court

*The day set for appearance must be at least 10 days after the copies of this notice are posted.

DOROTHY BROWN, CLERK OF THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

PRINT NAME OF PERSON OR PARTY SUING

v.

No. PRINT YOUR CASE NUMBER

PRINT NAME OF PERSON OR PARTY BEING SUED

AFFIDAVIT FOR SERVICE BY (check one)

PUBLICATION POSTING

Pursuant to 735 ILCS 5/2-206 -service by publication: affidavit; mailing certificate
Pursuant to 735 ILCS 5/9-107 (Constructive Service)

PRINT NAME OF PERSON OR PARTY SUING

, on oath states as to

Defendant PRINT NAME OF PERSON OR PARTY BEING SUED

that:

1. Defendant (check ONE of the following):

- resides outside the state;
- has gone out of the state;
- cannot be found after diligent inquiry;
- is concealed within the state; therefore, process cannot be served upon defendant.

2. Defendant's place of residence is (check ONE of the following):

(Address) PRINT ADDRESS OF PERSON OR PARTY BEING SUED

PRINT CITY, STATE AND ZIP CODE OF PERSON OR PARTY BEING SUED

(City)

(State)

(Zip)

cannot be ascertained after diligent inquiry. His/Her last known place of residence is:

(Address) PRINT LAST KNOWN ADDRESS OF PERSON OR PARTY BEING SUED

PRINT LAST KNOWN CITY, STATE AND ZIP CODE OF PERSON OR PARTY BEING SUED

(City)

(State)

(Zip)

PLEASE SIGN YOUR NAME

Affiant: NOTE: SIGNATURE MUST BE WITNESSED BY A NOTARY

Subscribed and sworn to before me this

PRINT "PRO 9E-99500"

day of

THIS SECTION TO BE COMPLETED BY A NOTARY PUBLIC,

Atty. No.: IF NO ATTORNEY

Name: PRINT YOUR NAME

Attorney for: IF NO ATTORNEY, LEAVE BLANK

Address: PRINT YOUR ADDRESS

City/State/Zip: PRINT YOUR CITY, STATE AND ZIP CODE

Telephone: PRINT YOUR COMPLETE TELEPHONE NUMBER

Notary Public:

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

v.

No. _____

AFFIDAVIT FOR SERVICE BY (check one)
 PUBLICATION POSTING

Pursuant to 735 ILCS 5/2-206 -service by publication: affidavit; mailing certificate
Pursuant to 735 ILCS 5/9-107 (Constructive Service)

_____, on oath states as to
Defendant _____ that:

1. Defendant (check ONE of the following):

- resides outside the state;
- has gone out of the state;
- cannot be found after diligent inquiry;
- is concealed within the state;
therefore, process cannot be served upon defendant.

2. Defendant's place of residence is (check ONE of the following):

- (Address) _____

(City) (State) (Zip)
- cannot be ascertained after diligent inquiry. His/Her last known place of residence is:
(Address) _____

(City) (State) (Zip)

Affiant: _____

Subscribed and sworn to before me this _____ day of _____,

Atty. No.: _____

Name: _____ Notary Public: _____

Attorney for: _____

Address: _____

City/State/Zip: _____

Telephone: _____