

2122 - Served

2222 - Not Served

2322 - Served By Mail

Summons to Confirm Judgment by Confession

(12/01/24) CCM 0013 A

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

<p>_____</p> <p style="text-align: right;">Plaintiff(s)</p> <p style="text-align: center;">v.</p> <p>_____</p> <p style="text-align: right;">Defendant(s)</p>	<p>Case No. _____</p> <p>Amount of Judgment \$ _____</p> <p>Balance Due \$ _____</p> <p>Return Date: _____</p>
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SUMMONS TO CONFIRM JUDGMENT BY CONFESSION

To each Defendant:

**YOU ARE SUMMONED** and required either:

1. To appear in person at \_\_\_\_\_ AM \_\_\_\_\_ PM on \_\_\_\_\_, and file your with the Clerk of the Court or,
2. To cause your appearance to be filed in this action by yourself or your attorney.  
On this date this case will be tried unless, upon application, another trial date is set by the Court.  
**IF YOU DO NOT APPEAR OR CAUSE YOUR APPEARANCE TO BE FILED,**

THE JUDGMENT BY CONFESSION FOR \$ \_\_\_\_\_ AND COSTS

ENTERED AGAINST YOU ON \_\_\_\_\_, MAY BE CONFIRMED BASED UPON COMPLAINT, A COPY OF WHICH IS HERETO ATTACHED.

**FILING AN APPEARANCE:** Your appearance date is NOT a court date. It is the deadline for filing your appearance/answer. To file your appearance/answer **YOU DO NOT NEED TO COME TO THE COURTHOUSE, unless you are unable to eFile your appearance/answer.** You can download an Appearance form at <http://www.illinoiscourts.gov/Forms/approved/procedures/appearance.asp>. After completing and saving your Appearance form, you can electronically file (e-File) it with the circuit clerk's office.

**E-FILING:** E-filing is now mandatory with limited exemptions. To e-File, you must first create an account with an e-Filing service provider. Visit <http://efile.illinoiscourts.gov/service-providers.htm> to learn more and to select a service provider.

If you need additional help or have trouble e-Filing, visit <http://www.illinoiscourts.gov/faq/gethelp.asp> or talk with your local circuit clerk's office. If you cannot e-file, you may be able to get an exemption that allows you to file in-person or by mail. Ask your circuit clerk for more information or visit [www.illinoislegalaid.org](http://www.illinoislegalaid.org).

Mariyana T. Spyropoulos, Clerk of the Circuit Court of Cook County, Illinois  
[cookcountyclerkofcourt.org](http://cookcountyclerkofcourt.org)

**FEE WAIVER:** If you are unable to pay your court fees, you can apply for a fee waiver. For information about defending yourself in a court case (including filing an appearance or fee waiver), or to apply for free legal help, go to www.illinoislegalaid.org. You can also ask your local circuit clerk’s office for a fee waiver application.

**COURT DATE:** Your court date will be sent to your e-File email account or the email address you provided to the clerk’s office. You can also call or email the clerk’s office to request your next court date. You will need to provide your case number OR, if unknown, the name of the Plaintiff or Defendant. For criminal case types, you will also need to provide the Defendant’s birthdate.

**REMOTE APPEARANCE:** You may be able to attend this court date by phone or video conference. This is called a “Remote Appearance”. Call the Circuit Clerk at (312) 603-5030 or visit their website at www.cookcountyclerkofcourt.org to find out how to do this.

Contact information for each of the Clerk’s Office locations is included with this summons. The Clerk’s office is open Mon - Fri, 8:30 am - 4:30 pm, except for court holidays.

**To the officer:**

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 3 days before the day for appearance. If service cannot be made, this summons shall be returned so endorsed.

Atty. No.: \_\_\_\_\_  
Pro Se 99500

Witness, \_\_\_\_\_

Name: \_\_\_\_\_  
Atty. for (if applicable): \_\_\_\_\_

\_\_\_\_\_  
Mariyana T. Spyropoulos, Clerk of the Circuit Court of Cook County

\_\_\_\_\_  
Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Primary Email: \_\_\_\_\_

SHERIFF'S FEES

Service and return \$ \_\_\_\_\_  
 Miles \_\_\_\_\_ \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

\_\_\_\_\_, Sheriff of Cook County

I certify that I served this summons on defendants as follows:

(a) - (Individual defendants - personal):

By leaving a copy and a copy of the complaint with each individual defendant personally, as follows:

Name of defendant	Date of service
_____	_____
_____	_____
_____	_____
_____	_____

(b) - (Individual defendants - abode):

By leaving a copy and a copy of the complaint at the usual place of abode of each individual defendant with a person of his/her family, of the age of 13 years or upwards, information that person of the contents of the summons, and also by sending a copy of the summons and of the complaint in a sealed envelope with postage fully prepaid, addressed to each individual defendant at his/her usual place of abode, as follows:

Name of defendant	Person with whom left	Date of Service	Date of Mailing
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

\_\_\_\_\_, Sheriff of Cook County

**AFFIDAVIT OF SERVICE**

\_\_\_\_\_ on oath states;

I served this summons on defendants by mailing by \_\_\_\_\_ Registered \_\_\_\_\_ Certified \_\_\_\_\_ mail a copy of the summons and of the complaint in a sealed envelope with postage fully prepaid, addressed to each individual defendant at the address set forth in a copy of a notice of defense to a wage assignment served upon the judgment creditor, as follows:

Name of defendant	Address in notice of defense	Date of mailing	Employer
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

\_\_\_\_\_  
Under penalties as provided by law pursuant to 735 ILCS 5/1-109  
the above signed certifies that the statement set forth herein are  
true and correct

**GET YOUR COURT DATE BY CALLING IN OR BY EMAIL**

**CALL OR SEND AN EMAIL MESSAGE** to the telephone number or court date email address below for the appropriate division, district or department to request your next court date. Email your case number, or, if you do not have your case number, email the Plaintiff or Defendant's name for civil case types, or the Defendant's name and birthdate for a criminal case.

**CHANCERY DIVISION**

**Court date EMAIL:** ChanCourtDate@cookcountycourt.com  
Gen. Info: (312) 603-5133

**CIVIL DIVISION**

**Court date EMAIL:** CivCourtDate@cookcountycourt.com  
Gen. Info: (312) 603-5116

**COUNTY DIVISION**

**Court date EMAIL:** CntyCourtDate@cookcountycourt.com  
Gen. Info: (312) 603-5710

**DOMESTIC RELATIONS/CHILD SUPPORT  
DIVISION**

**Court date EMAIL:** DRCourtDate@cookcountycourt.com  
OR  
ChildSupCourtDate@cookcountycourt.com  
Gen. Info: (312) 603-6300

**DOMESTIC VIOLENCE**

**Court date EMAIL:** DVCourtDate@cookcountycourt.com  
Gen. Info: (312) 325-9500

**LAW DIVISION**

**Court date EMAIL:** LawCourtDate@cookcountycourt.com  
Gen. Info: (312) 603-5426

**PROBATE DIVISION**

**Court date EMAIL:** ProbCourtDate@cookcountycourt.com  
Gen. Info: (312) 603-6441

**ALL SUBURBAN CASE TYPES**

**DISTRICT 2 - SKOKIE**

**Court date EMAIL:** D2CourtDate@cookcountycourt.com  
Gen. Info: (847) 470-7250

**DISTRICT 3 - ROLLING MEADOWS**

**Court date EMAIL:** D3CourtDate@cookcountycourt.com  
Gen. Info: (847) 818-3000

**DISTRICT 4 - MAYWOOD**

**Court date EMAIL:** D4CourtDate@cookcountycourt.com  
Gen. Info: (708) 865-6040

**DISTRICT 5 - BRIDGEVIEW**

**Court date EMAIL:** D5CourtDate@cookcountycourt.com  
Gen. Info: (708) 974-6500

**DISTRICT 6 - MARKHAM**

**Court date EMAIL:** D6CourtDate@cookcountycourt.com  
Gen. Info: (708) 232-4551