

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY	NOTICE OF COURT DATE FOR PETITION	<i>For Court Use Only</i>
Instructions ▼ Directly above, enter the name of the county where the case was filed. Enter the name of the person who started the lawsuit as Plaintiff/Petitioner. Enter the name of the person being sued as Defendant/Respondent. Enter the Case Number given by the Circuit Clerk.	_____ Plaintiff / Petitioner <i>(First, middle, last name)</i> v. _____ Defendant / Respondent <i>(First, middle, last name)</i>	_____ Case Number

In **1**, enter:
 -The court date and time of your hearing. Call your Circuit Clerk to get this information. If e-filing in Cook County, you may get the date when you e-file.
 -The courtroom and address of the court building.
 -The call-in or video information for remote appearances (if applicable).
 -The clerk's phone number and website. All this information is available from the Circuit Clerk, you can find their contact information at: illinoiscourts.gov/courts/circuit-court/circuit-court-clerks/.

1. Hearing Information

A hearing has been scheduled on the PETITION TO ISSUE / REINSTATE FOID CARD pending in this case. The hearing for the petition filed on _____ is scheduled for: _____ at _____ a.m. p.m. in _____
Date Time Courtroom

In-person at:

Courthouse Address City State ZIP

OR

Remotely (You may be able to attend this court date by phone or video conference. This is called a "Remote Appearance.")

By telephone: _____
Call-in number for telephone remote appearance

By video conference: _____
Video conference website

Video conference log-in information (meeting ID, password, etc.)

Call the Circuit Clerk at: _____ or visit their website at _____
Local Circuit Clerk's phone #

_____ to find out more about how to do this.
Website

IF YOU FAIL TO APPEAR THE RELIEF REQUESTED MAY BE GRANTED AGAINST YOU BY DEFAULT. I certify that everything in the Notice of Court Date for Motion is true and correct. I understand that making a false statement on this form is perjury and has penalties provided by law under [735 ILCS 5/1-109](http://www.ilcs.com/735/5/1-109).

Your Signature Street Address

Print Your Name City, State, ZIP

Email Telephone Attorney # (if any)

GETTING COURT DOCUMENTS BY EMAIL: You should use an email account that you do not share with anyone else and that you check every day. If you do not check your email every day, you may miss important information, notice of court dates, or documents from other parties.

PROOF OF DELIVERY

1. I am sending the *Notice of Court Date for Petition*

a. To: _____
 Name: First Middle Last
 Address: _____
 Street, Apt # City State ZIP
 Email address: _____

b. By: An approved electronic filing service provider (EFSP)
 Email (*not through an EFSP*)
Only use one of the methods below if you do not have an email address, or the person you are sending the document to does not have an email address.
 Personal hand delivery to:
 The party
 The party's family member who is 13 or older, at the party's residence
 The party's lawyer
 The party's lawyer's office
 Mail or third-party carrier

c. On: _____ at: _____ a.m. p.m.
 Date Time

2. I am sending this document:

a. To: _____
 Name: First Middle Last
 Address: _____
 Street, Apt # City State ZIP
 Email address: _____

b. By: An approved electronic filing service provider (EFSP)
 Email (*not through an EFSP*)
Only use one of the methods below if you do not have an email address, or the person you are sending the document to does not have an email address.
 Personal hand delivery to:
 The party
 The party's family member who is 13 or older, at the party's residence
 The party's lawyer
 The party's lawyer's office
 Mail or third-party carrier

c. On: _____ at: _____ a.m. p.m.
 Date

In **1a**, enter the name, mailing address, and email address of the party you are sending the document to. If they have a lawyer, you **must** enter the lawyer's information.

In **1b**, check the box to show how you are sending the document. **CAUTION:** If you and the person you are sending the document to have an email address, you **must** use one of the first two options. Otherwise, you may use one of the other options.

In **c**, fill in the date and time that you are sending the document.

In **2**, if you are sending the document to more than 1 party or lawyer, fill in **a**, **b**, and **c**. Otherwise leave **2** blank.

In **2a**, enter the name, mailing address, and email address of the party you are sending the document to. If they have a lawyer, you **must** enter the lawyer's information.

In **2b**, check the box to show how you are sending the document.

CAUTION: If you and the person you are sending the document to have an email address, you **must** use one of the first two options. Otherwise, you may use one of the other options.

In **c**, fill in the date and time that you are sending the document.