



KEITH S. BRIN

CLERK OF THE CIRCUIT COURT OF LAKE COUNTY

ATTENTION

Effective January 1, 2016

**E-MAIL ADDRESSES ARE REQUIRED FOR ATTORNEYS
AND OPTIONAL FOR UNREPRESENTED PARTIES**

Amended Illinois Supreme Court Rules 11, 101, 107, 131 and 291 — Effective January 1, 2016

Attorneys are required to include a primary e-mail address on notices of hearing for an order of replevin; general summonses; summonses requiring appearance on a specified day; summonses in certain other cases in which specific date for appearance is required; summonses requiring appearance within 30 days after service; summonses under the Administrative Review Law; appearances and all pleadings filed in the Circuit Court to which documents may be served in conformance with Illinois Supreme Court Rule 131(d). In addition to the required primary e-mail address, attorneys may designate no more than two secondary e-mail addresses on all documents filed or served in any cause by an attorney upon another party.

Unrepresented parties may designate a single e-mail address to which service may be directed under Illinois Supreme Court Rule 11(b)(6). If an unrepresented party does not designate an e-mail address, then service upon and by that party must be made by a method specified in Illinois Supreme Court Rule 11 other than e-mail transmission.

Please review and comply with Amended Illinois Supreme Court
Rules 11, 101, 107, 131 and 291.

01/01/16