

IN THE CIRCUIT COURT OF THE NINETEENTH JUDICIAL CIRCUIT
LAKE COUNTY, ILLINOIS

SUMMONS (Action for \$10,001 - \$50,000)

(Name all parties)

_____)	
Plaintiff(s))	
)	THIS IS AN ARBITRATION CASE
)	
vs.)	Case No. _____
)	
)	Amount Claimed \$ _____
_____)	
Defendant(s))	

THIS IS AN ARBITRATION CASE SUMMONS

TO EACH DEFENDANT:

On the date indicated below, do not come to the courtroom. You must instead appear in court using Zoom video or telephone conferencing. This is to protect your safety, and the safety of others. Each scheduled court call will have a Zoom Meeting ID, Password and Link posted by courtroom, date and time at the following website: <https://19thcircuitcourt.state.il.us/2163/Remote-Court-Hearings>.

You should attend court by clicking on this link and entering the Meeting ID and Password. If you fail to attend court by Zoom, you may be defaulted. A Zoom Instruction and Protocol Sheet can be found in both English and Spanish at the following website:

<https://19thcircuitcourt.state.il.us/DocumentCenter/View/2812/ZoomInstruction-and-Protocol-Sheet-51820>

Por motivos de su propia seguridad y la de los demás, las comparecencias en el juzgado se están realizando únicamente por medio de video y teleconferencias vía Zoom. Ninguna audiencia se está llevando a cabo en persona. La fecha, la hora, el código de identificación de la reunión en Zoom (ID), la contraseña (Password) y la liga de enlace (Link) en que Ud. Deberá comparecer estarán indicadas por juzgado y lo encontrará en el siguiente sitio web: <https://19thcircuitcourt.state.il.us/2163/RemoteCourt-Hearings>

El horario y enlaces para todas las audiencias judiciales se publicarán en esa página. Para comparecer, Ud. debe de hacer clic en el enlace que le corresponda a su audiencia en particular. Las comparecencias son obligatorias y su incumplimiento estará sujeto a las consecuencias judiciales correspondientes. Las instrucciones sobre cómo utilizar Zoom, las puede encontrar en inglés y/o en español, en la siguiente liga de enlace:

https://19thcircuitcourt.state.il.us/DocumentCenter/View/2813/Spanish_Zoom-Instruction-and-Protocol-Sheet-5182

YOU ARE HEREBY SUMMONED and required to appear before this Court at 18 North County Street, Waukegan, Illinois, **Courtroom** ____ **at** _____ ☐ AM ☐ PM, on _____, 20____, * to answer the complaint in this case, a copy of which is hereto attached. Call the Lake County Clerk's Office at 847-377-3209 or visit the 19th Judicial Circuit website at <http://19thcircuitcourt.state.il.us> for information on how to appear remotely. A Case Management Conference shall be held on the first return date after service.

E-filing is now mandatory for documents in civil cases with limited exemptions. To e-file, you must first create an account with an e-filing service provider. Visit <https://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 the Lake County 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 the circuit clerk for more information or visit www.illinoislegalaid.org.

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 the circuit clerk's office for a fee waiver application.

NOTICE TO PLAINTIFF/PLAINTIFF'S ATTORNEY:

* When preparing the above summons, you shall insert a return date not less than 40 nor more than 61 days after the date of issuance. A disclosure statement pursuant to Supreme Court Rule 222 shall be attached to the complaint. If you fail to appear on the return date shown above, the case may be dismissed for want of prosecution.

NOTICE TO DEFENDANT/DEFENDANT'S ATTORNEY:

Parties are required to appear on the original return date or any continued date. If you fail to appear on the original return date, a judgment by default may be entered against you without further notice.

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 21 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 30 days after its date.

WITNESS _____, 20_____

(Seal of Court)

(Clerk of the Circuit Court)

(Deputy)

(Plaintiff's attorney or plaintiff if he is not represented by an attorney)

Prepared by:

Name: _____ Pro Se ☐

Address: _____

City: _____ State: _____

Phone: _____ Zip Code: _____

ARDC #: _____

E-mail address: _____

SHERIFF'S FEES (Service and Return \$ _____
(
(Miles \$ _____
(
(Total \$ _____

Sheriff of _____ County

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

(a) – Individual defendants – personal:

The officer or other person making service shall (a) identify as to sex, race and approximate age of the defendant with whom he left the summons, and (b) state the place where (whenever possible in terms of an exact street address) and the date and time of the day when the summons was left with the defendant.

(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 family, of the age of 13 years or upwards, informing that person of the contents of the summons. The officer or other person making service shall (a) identify as to sex, race and approximate age of the person, other than the defendant, with whom he left the summons and (b) state the place where (whenever possible in terms of an exact street address) and the date and time of day when the summons was left with such person.

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 usual place of abode, as follows:

Name of Defendant	Mailing Address	Date of Mailing
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

(c) – Corporation defendants:

By leaving a copy and a copy of the complaint with the registered agent, officer or agent of each defendant corporation, as follows:

Defendant corporation	Registered agent, officer or agent	Date of Service
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

(d) – Other Service:

_____, Sheriff of _____ County

By: _____

Dated this _____ day of _____, 20____