

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

\_\_\_\_\_  
vs. Plaintiff(s)  
\_\_\_\_\_  
Defendant(s)

Gen No. \_\_\_\_\_

**NOTICE OF CONFIDENTIAL INFORMATION WITHIN COURT FILING (CIVIL)**

Pursuant to Illinois Supreme Court Rule 138(c), the filer of a document containing personal identity information required by law, ordered by the court, or otherwise necessary to effect disposition of a matter shall, at the time of such filing, include this confidential information form which identifies the personal identity information redacted from such filing pursuant to Rule 138(c), and which will be redacted from future filings to protect the subject personal identity information. This personal identity information will not be available to the public and this document will be stored in a separate location from the case file.

**Party/Individual Information:**

- 1. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
SSN: \_\_\_\_\_

Other personal identity information as defined in Rule 138(b), to the extent applicable:

\_\_\_\_\_  
(Attach additional pages, if necessary.)

- 2. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
SSN: \_\_\_\_\_

Other personal identity information as defined in Rule 138(b), to the extent applicable:

\_\_\_\_\_  
(Attach additional pages, if necessary.)

- 3. Items of personal identity information are Social Security and individual taxpayer-identification numbers, driver's license numbers, financial account numbers; and debit and credit card numbers.
- 4. A redacted filing of personal identity information for the public record is permissible and shall only include the last four digits of the Social Security or individual taxpayer-identification number, the last four digits of the driver's license number, the last four digits of the financial account number; and the last four digits of the debit and credit card number.
- 5. After the initial impounded filing of the personal identity information, subsequent documents filed in the case shall include only redacted personal identity information with appropriate reference to the impounded document containing the personal identity information.

6. The clerk, the parties, and the parties' attorneys may prepare and provide copies of documents without redaction to financial institutions and other entities or persons which require such documents. The filing of a separate document without redaction is not necessary or required.
7. If a document or exhibit is filed containing personal identity information, a party or any other person whose information has been filed may move that the court order redaction and confidential filing. The motion requesting redaction of a document in the court file shall have attached a copy of the redacted version of the document.
8. If the court finds the inclusion of personal identity information in violation of this rule was willful, the court may award the prevailing party reasonable expenses, including attorney fees and court costs.

Prepared by:

Name: \_\_\_\_\_ Pro Se

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

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

Phone: \_\_\_\_\_ Zip Code: \_\_\_\_\_

ARDC #: \_\_\_\_\_

E-mail address: \_\_\_\_\_