

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

To: Parties of Record

Re: Case Number _____

Family Division Information Notice

1. The Clerk of the Circuit Court will notify all counsel of record and all self-represented parties of the date, time and place of an initial case management conference which will be set approximately 90 days from the filing of the initial pleadings in this case.

Failure of the petitioner to appear in court in person or by counsel for a case management conference may result in a dismissal of the case for want of prosecution.

Failure of the respondent to appear in court in person or by counsel may result in the entry of an order of default against him or her.

A respondent has 30 days from the date of service to pay the filing fee and file a formal written appearance and response in the case. Appearance forms are available in the Office of the Circuit Clerk.

2. The purpose of a case management conference is to set court dates that will aid in the disposition of the case and to enter a case management order. A copy of the *Case Management Order* is available in the Office of the Circuit Clerk and on line under the Divorce and Family link at: <http://www.lakecountycircuitclerk.org/court-forms>
3. At the case management conference the parties must inform the court whether the case should be scheduled on one of three tracks:
 - i. the expedited track (trial approximately 9 months from the case management conference)
 - ii. the standard track (trial approximately 12 months from the case management conference)
 - iii. the complex track (trial approximately 15 months from the case management conference)
4. The parties must exchange comprehensive financial affidavits with supporting documentation prior to the case management conference and file a certificate of compliance with the clerk of the court. Copies of the *Financial Affidavit* and the *Certificate of Compliance* are available in the Office of the Circuit Court and online under the Divorce and Family link at: <http://www.lakecountycircuitclerk.org/court-forms>
5. **If the parties have minor children**, at the initial case management conference the court requires the following:
 - a) Proof that the parties have attended a parenting education program. Call the College of Lake County at (847) 543-2185 to register for a parenting class.
 - b) Presentation of a written parenting agreement on child custody/allocation of parental responsibilities and visitation/parenting time issues.

If the parties have not reached a written parenting agreement by the time of the initial case management conference, the court may order the parties to mediation. The court may also appoint counsel to represent the child(ren) and may order a custody/allocation of parental responsibilities evaluation by a court appointed evaluator.

Except in cases of indigency, the costs of custody/allocation of parental responsibilities litigation will be allocated between the parties.

Pursuant to LCR 4-3.10(D), the petitioner shall serve upon each respondent a copy of the *Informational Notice* along with the service of the *Summons* and Pleadings in a pre-judgment case or with the *Service of Notice and Pleadings* in a post judgment case.

Dated _____

Clerk of the Court