

**IN THE CIRCUIT COURT OF THE TWELFTH JUDICIAL CIRCUIT
WILL COUNTY, ILLINOIS**

PLAINTIFF(S)

VS.

CASE
NO. _____

AMOUNT CLAIMED \$ _____

Address of Defendant(s):

DEFENDANT(S)

**SUMMONS
(SMALL CLAIMS)**

TO EACH DEFENDANT:

YOU ARE SUMMONED AND REQUIRED TO APPEAR before this Court in Courtroom _____

in _____

at _____ O'clock, _____ M., on _____, 20____, to answer the complaint of the Plaintiff(s), a copy of which is attached to this summons. If you fail to do so, a judgment by default will be taken against you for the amount claimed.

(Court Seal)

Witness _____, 20____

PAMELA J. MCGUIRE
Clerk of the Circuit Court

NOTICE TO DEFENDANTS

At the time and place shown above, you must appear either in person or by an Attorney and make your presence known to the Court. If you do not appear as required, the allegations of the complaint will be taken as confessed and a judgment may be entered against you for an amount not to exceed the amount claimed by the Plaintiff to be due.

In the event a judgment is entered against you in the manner indicated in the above paragraph, and if you have a valid defense to the claim, you may ask the court to vacate the judgment at any time within thirty (30) days after it is entered, but you must file a written affidavit with the Court showing that you have a valid defense and were not lax in prosecuting the same.

The case will not be tried on the date set for your appearance unless otherwise ordered by the Court. If you wish to contest the claim, you must appear at the time and place fixed by the Court for trial, with the witnesses, books or documents you require to establish your defense.

Name _____
Attorney for _____
ARDC # _____
Address _____
City _____
Telephone _____