

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

\_\_\_\_\_  
**Plaintiff**

vs

CASE NO. \_\_\_\_\_

\_\_\_\_\_  
**Defendants**

**SUMMONS IN ADMINISTRATIVE REVIEW  
(Except Worker's Compensation)**

**To each defendant:**

You are hereby summoned and required to file an answer in this case or otherwise file your appearance in the Office of the Clerk of this Court within thirty-five (35) days after service of this summons.

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 <http://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 your local circuit clerk's office.

This summons is served upon you by certified mail pursuant to the provisions of the Administrative Review Law.

(Seal of Court)

WITNESS \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
(Clerk of the Circuit Court)

**Certificate of Mailing**

On \_\_\_\_\_, 20\_\_\_\_, a copy of this summons was sent to each defendant's address by CERTIFIED MAIL DELIVERY as follows:

**DEFENDANT**

**ADDRESS**

|       |       |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

**ANDREA LYNN CHASTEEN, CLERK OF THE CIRCUIT COURT OF WILL COUNTY**

**DEFENDANT**

**ADDRESS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ 20\_\_\_\_\_

(Date)

\_\_\_\_\_

(Clerk of the Circuit Court)

Attorney or Party, if not represented by an attorney

Name \_\_\_\_\_

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

Firm Name \_\_\_\_\_

Attorney for \_\_\_\_\_

Address \_\_\_\_\_

City & Zip \_\_\_\_\_

Telephone \_\_\_\_\_

E-Mail \_\_\_\_\_

(If service by facsimile transmission will be accepted, the telephone number of the plaintiff or plaintiff's Attorney's facsimile machine is additionally required.)

**ANDREA LYNN CHASTEEN, CLERK OF THE CIRCUIT COURT OF WILL COUNTY**