

STATE OF ILLINOIS, CIRCUIT COURT McLEAN COUNTY	DATE CERTAIN SUMMONS (Eviction/Detinue/Replevin)	FOR COURT USE ONLY
_____ Plaintiff (First, Middle, Last Name)		
v.		
_____ Defendant (First, Middle, Last Name)		_____ Case Number

To each defendant:

You are summoned and required to appear **by video** on _____,
20 ____ at _____ (a.m.)(p.m.) to answer the complaint in this case, a copy of which is
attached. Instructions for your Court video hearing are included with this summons.

**IF YOU FAIL TO APPEAR FOR YOUR VIDEO HEARING, A DEFAULT JUDGMENT MAY
BE TAKEN AGAINST YOU FOR THE RELIEF ASKED IN THE COMPLAINT,
INCLUDING A FINANCIAL JUDGMENT AND/OR POSSESSION OF YOUR RENTAL
PROPERTY.**

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](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. If you
cannot e-file, you may be able to get an exemption that allows you to file in-person or by mail. Ask
your 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 your local circuit clerk’s office for a fee
waiver application.

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. If service cannot be made,
this summons shall be returned so endorsed.

**Pursuant to IL SCR 101 (b) this summons may not be served less than seven (7) days or
more than forty (40) days before the date of the hearing, unless Section 2-208 of the
Code of Civil Procedure applies to your service.**

Witness: _____

(Seal of Court)

Clerk of Court

By _____
Deputy

REQUIRED

Plaintiff's Attorney or Plaintiff if self-represented

Attorney Name/Name: _____

ARDC #: _____

Address: _____

City, State, Zip Code: _____

Telephone: _____

Email: _____