

IN THE CIRCUIT COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT  
\_\_\_\_\_ COUNTY, ILLINOIS

vs. Plaintiff } No. \_\_\_\_\_  
Defendant } Amount claimed \$ \_\_\_\_\_  
SUMMONS

To each defendant:

YOU ARE SUMMONED and required to appear before this court at \_\_\_\_\_

Illinois, at \_\_\_\_\_ o'clock, \_\_\_\_\_ m., on \_\_\_\_\_, 20\_\_\_\_, to answer the complaint in this case, a copy of which is hereto attached. IF YOU FAIL TO DO SO, A JUDGMENT BY DEFAULT MAY BE TAKEN AGAINST YOU FOR THE RELIEF ASKED IN THE COMPLAINT.

Witness \_\_\_\_\_, 20 \_\_\_\_.

(Seal of court)

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

**AFFIDAVIT**

\_\_\_\_\_, on oath says the last known mailing address of defendant \_\_\_\_\_, is \_\_\_\_\_

Signed and sworn to before me

\_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
(Notary Public) - (Clerk of the Circuit Court)

Name \_\_\_\_\_  
Attorney for \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_  
Telephone \_\_\_\_\_

**CERTIFICATE OF MAILING**

A copy of this summons was mailed to each defendant named in the above affidavit, addressed to each at the address shown, by certified mail, return receipt requested, on \_\_\_\_\_, 20 \_\_\_\_.

(Seal of court)

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

By \_\_\_\_\_  
(Deputy)