

STATE OF ILLINOIS
IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT
COUNTY OF JO DAVIESS

Plaintiff/Petitioner)	
)	
)	
)	
vs.)	
)	Case No. _____
)	
Defendant/Respondent)	

SUMMONS

To each Defendant/Respondent:

YOU ARE HEREBY SUMMONED and required to appear before this Court at the Jo Daviess County Courthouse located at 330 North Bench Street, Galena, Illinois 61036 on _____ at _____ 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.

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.

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 and not less than three (3) days before the day for appearance. If service cannot be made, this Summons shall be returned so endorsed.

(Seal of court)

Witness, _____

Clerk of the Circuit Court

Deputy Circuit Clerk

Plaintiff/Petitioner's Attorney or Plaintiff/Petitioner if not represented by Attorney

Name: _____
Attorney for: _____
Address: _____
City/State/Zip: _____
Telephone/Email: _____

Date of Service: _____

To be inserted by Officer/Process Server on the copy left with the Defendant/Respondent or other person