

Evictions

Do It Yourself!

www.melmetts.com

By the Rules

- 1. Illinois Law
- 2. Local Municipalities
- 3. Illinois Supreme Court
- 4. Circuit Courts
- 5. Judge Discretion
- 6. Sheriff

By the Rules (cont.)

1. Illinois Law

- 720 ILCS 5/ Criminal Offenses
- 735 ILCS 5/ Civil Procedure
- 740 ILCS 5/ Drugs

Illinois Law (cont.)

- 765 ILCS
 - 605/ Condominium
 - 705/ Landlord-Tenant
 - 710/ Security Deposit Return
 - 715/ Security Deposit Interest
 - 720/ Retaliatory Eviction
 - 730/ Rent Concession
 - 735/ Utility Service
 - 742/ Right to Repair
 - 745/ Mobile Home
 - 750/ Safe Homes

By the Rules (cont.)

2. Local Municipalities

- Home Rule Communities
 - Pop > 25,000
 - Adopted by referendum
- Create Landlord-Tenant Rules

By the Rules (cont.)

3. Illinois Supreme Court

- **735 ILCS 5 Sec. 1-104. Power of courts to make rules.** (a) The Supreme Court of this State has power to make rules of pleading, practice and procedure for the circuit, Appellate and Supreme Courts supplementary to, but not inconsistent with the provisions of this Act

Illinois Supreme Court (cont.)

- Rule 101: Summons and Original Process – Form and Issuance
- Rule 102: Return of Service
- Rule 103: Alias Summons
- Rule 106: Revival of Judgments
- Rule 181: Appearances – Answers – Motions
- Rules 281-298: Small Claims

By the Rules (cont.)

4. Circuit Courts

- **735 ILCS 5 Sec. 1-104. Power of courts to make rules.** (b) Subject to the rules of the Supreme Court, the circuit and Appellate Courts may make rules regulating their dockets, calendars, and business.

Illinois Judicial Circuits



- 102 Counties
- 23 Circuits
- 102 Circuit Clerks
- Circuit Court Rules
 - Internet
 - Sullivan's Law Directory
 - Not all Circuits have detailed rules
 - 7th Circuit has no rules

Judicial Circuits (cont.)

- Circuit Judges
 - Elected by popular vote
- Chief Judge
 - Elected by Circuit Judges
- Associate Judges
 - Appointed by Circuit Judges
- Lake County = 19th Circuit

Judicial Circuits (cont.)

- Local Circuit Rules Determine
 - If trial is heard on appearance day (return date)
 - Service deadline before trial
 - Not less than 3 days
 - Cook Circuit is 7 days
 - Alias Summons (judge or clerk)
 - Court Order for Posting
 - Setup Installment Payments through Clerk

By the Rules (cont.)

5. Judge Discretion

- Decides if case was proven
- Determines fairness of late fees
- Cleaning charges
- Normal wear & tear
- Length of “Stay”

By the Rules (cont.)

6. Sheriff

- Enforces Court Orders
- Schedules move-out dates
- Determines move-out procedures
 - Cook: Sheriff brings movers
 - All others: Landlord brings movers

Simplified Timeline

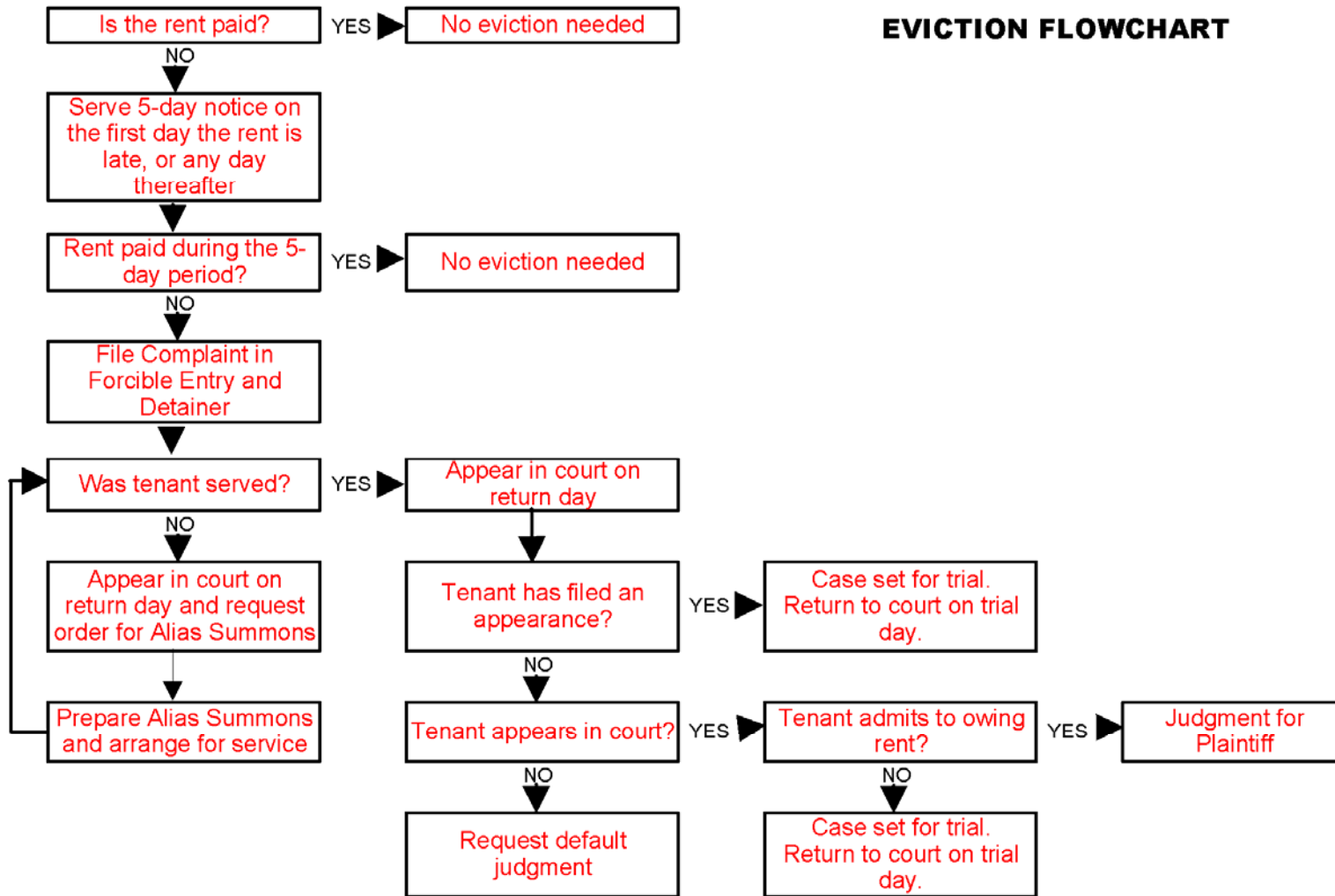
- Tenant is late
- Five-day notice
- Court filing
- Return date
- Trial (optional)
- Eviction day

EVICTIION TIMELINE

The chart displays an eviction timeline from day 1 to 37. A red arrow at the top points to day 1, labeled 'Day of month'. A grey arrow at the bottom points to the elapsed days axis, labeled 'Elapsed days'. Key events are marked with their corresponding day of month and elapsed days.

Day of month	Elapsed days	Event
1	1	Rent is due
2	2	Serve 5-day Notice
3	3	
4	4	
5	5	
6	6	
7	7	
8	8	Court Filing
9	9	
10	10	
11	11	
12	12	
13	13	
14	14	
15	15	
16	16	Return Date (to determine if defendant was served and filed appearance)
"	"	Default Judgment (w/7 day stay) if tenant fails to appear
"	"	Default Judgment (w/14 day stay) if tenant appears but does not contest
"	"	Set for trial in one week (if tenant appears and contests, or files appearance)
17	17	
18	18	
19	19	
20	20	
21	21	
22	22	
23	23	Stay ends (default Judgment)
"	"	Trial day (contested)
24	24	Eviction Day (uncontested)
25	25	
26	26	
27	27	
28	28	
29	29	
30	30	Stay ends (contested Judgment w/7 day stay)
31	31	Eviction Day (contested Judgment w/7 day stay)
32	32	
33	33	
34	34	
35	35	
36	36	Stay ends (contested Judgment w/14 day stay)
37	37	Eviction Day (contested 14-day)

EVICTION FLOWCHART



Eight Steps to Eviction

1. Landlord's Five Days' Notice
2. Proof of Service
3. Court Filing
 - ★ Complaint
 - ★ Summons

Proof of Service

LAWSON SYSTEMS

STATE OF ILLINOIS }
COUNTY OF LAKE } SS. AFFIDAVIT OF SERVICE

Michelle Landlord, being duly sworn, on oath deposes and says that on

the Fourth day of February, 20 he served the within notice on the tenant named therein, as follows:

(1) by delivering a copy thereof to the within named tenant, Mary Smith.

(2) by delivering a copy thereof to Mary Smith for Joseph Smith, a person above the age of thirteen years, residing on or in charge of the within described premises.

(3) by sending a copy thereof to said tenant by ******(certified/registered) mail, with request for return of receipt from the addressee. (**circle one)

(4) by posting a copy thereof on the main door of the within described premises, no one being in actual possession thereof.

Subscribed and sworn to before me this

_____ day of _____, 20____) _____
_____) _____
_____) _____
Notary Public

IN THE CIRCUIT COURT OF THE NINETEENTH JUDICIAL CIRCUIT
LAKE COUNTY, ILLINOIS

(Name all parties))
)
Mike & Michelle Landlord)
)
) Plaintiff(s))
 vs.) Case Number: _____)
)
Joseph & Mary Smith)
)
) and unknown occupants)
) Defendant(s))

Complaint in Forcible Entry and Detainer

_____ Mike & Michelle Landlord _____, the plaintiff(s), allege(s) that he/she/they is/are entitled to possession of the following-described premises at 624 N. County Street, Apartment 5 situated in the Village/ City of _____ Waukegan _____, Lake County, Illinois, to wit: that the defendant(s) named above, unlawfully withheld possession thereof from the plaintiff(s), and furthermore the defendant(s) are indebted to said plaintiff(s) for rent of said premises in the sum of \$ 605.00 _____:

Wherefore, the plaintiff(s) pray judgment against the defendant(s) for possession of said described premises, and for the sum of \$ 605.00 _____ and costs of suit, including any rents accrued to the date of trial or possession.

Dated February 10 _____, 20__

Plaintiff or Attorney for Plaintiff
433 Balmoral Drive, Mundelein IL 60060
Address

AFFIDAVIT OF RENT DUE

_____ Michelle Landlord _____, being duly sworn, on oath say that he/she/they Mike & Michelle Landlord _____, the plaintiff(s) in the within cause, that the demand of the plaintiff(s) in said cause is for possession of the said premises and rent therefore for the months of February 20__ _____ and that the amount due to the said plaintiff(s) from the defendant(s) in said cause after allowing to said defendant(s) all just deductions, credits and setoffs, if any, is 605 _____ Dollars and no _____ Cents.

Signed and sworn before me _____, 20__

(Clerk of the Circuit Court Notary Public)

IN THE CIRCUIT COURT OF THE NINETEENTH JUDICIAL CIRCUIT
LAKE COUNTY, ILLINOIS

SUMMONS
(Action for Forcible Detainer)
(Detinue and Replevin)

(Name all parties))
)
)
Mike & Michelle Landlord) No. _____
Plaintiff)
vs.)
Joseph & Mary Smith)
624 N. County Street, Apartment 5) Amount Claimed \$ 605.00
Waukegan, IL 60085) *plus all rents accruing to the*
Defendant) *date of trial or possession.*

SUMMONS

To each defendant:

YOU ARE HEREBY SUMMONED and required to appear before this Court at Courtroom 306,
18 North County Street, Waukegan. Illinois, at 9:00 A.M., on February 20, 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.

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 3 days before
the day for appearance. If service cannot be made, this summons shall be returned so endorsed.

This summons may not be served later than 3 days before the day for appearance.

(Seal of Court) _____, 20____
WITNESS _____
(Clerk of the Circuit Court)

(Deputy)

(Plaintiff's attorney or plaintiff if not represented by an attorney)

Name Mike Landlord
Attorney for pro se
Address 433 Balmoral Drive
City Mundelein, IL 60060
Telephone 847-949-6045
ARDC _____

Notice to Defendant in a Forcible Case
If you wish to contest the claim(s) **you must** do the following:
a. File a written appearance and pay the statutory appearance fee (forms available at the main office of the Clerk of Court, 18 N. County Street, Waukegan) on or before the day and time specified for appearance on your summons.
b. If the appearance is timely filed and the fee paid, you are **NOT** required to appear in court in person on the return date, **instead** you should be present in court at the specified address prepared to proceed to trial at the same time on the 7th day after the stated return day. In the event the return date or trial date falls on a Court Holiday (or weekend), the appearance date or trial date shall be on the next earliest court day.

IN THE CIRCUIT COURT OF THE NINETEENTH JUDICIAL CIRCUIT
LAKE COUNTY, ILLINOIS

_____)
_____)
_____) Plaintiff / Petitioner,)
vs.) Gen No. _____
_____)
_____) Defendant / Respondent.)

APPEARANCE

By an attorney:

The undersigned _____ hereby enters an appearance
on behalf of _____
in the above entitled cause.

By an individual pro se:

The undersigned _____ hereby enters an appearance
on behalf of myself in the above entitled cause.

Attorney/Pro Se for: _____

Address: _____

City/State/Zip: _____

Telephone: _____

ARDC No: _____

IN THE CIRCUIT COURT OF THE NINETEENTH JUDICIAL CIRCUIT
LAKE COUNTY, ILLINOIS

_____)	
<i>Mike & Michelle Landlord</i>)	Case No.: xxLM1367
)	Court Date:
Plaintiff)	
v.)	
)	
)	<u>ATTY:</u>
<i>Joseph & Mary Smith</i>)	<i>Mike Landlord - Pro Se</i>
)	<i>433 Balmoral</i>
Defendant)	<i>Mundelein, IL 60060</i>
_____)	

AFFIDAVIT OF ABODE SERVICE

STATE OF ILLINOIS: COUNTY OF LAKE ss.

I, RUSSELL SCOTT, being First duly sworn on oath, deposes and says that RUSSELL SCOTT is licensed and/or registered as a Private Detective with National Investigation Services IL License#117-001180, authorized under the Private Detective Act of 2004.

That on FEBRUARY 16, 20__ at 12:15 PM at 624 N. COUNTY #5 WAUKEGAN IL 60085, deponent served the within SUMMONS & COMPLAINT FORCIBLE ENTRY & DETAINER & APPEARANCE on MARY SMITH.

ABODE SERVICE ON SUITABLE AGE PERSON: By delivering a copy of each to MARY SMITH, the WIFE of JOSEPH SMITH, a person of suitable age and discretion. Said premises is intended recipient's APARTMENT BUILDING within the state.

DESCRIPTION: Deponent further states that the description of the person actually served is as follows:
Gender: Female Race/Skin: Yes Hair: Black Glasses: No Aprox. Age: 34+ Height: 5'6 Weight: 135
Distinguishing Features:

Deponent also enclosed a copy of same in a postpaid sealed wrapper properly addressed to the above intended recipient at and deposited said wrapper in a official depository under exclusive care and custody of the United States Postal Service within the State of ILLINOIS

COMMENTS:

Service Fee: \$ 55.00

I declare under penalties of perjury that the information contained herein is correct to the best of my knowledge.

Russell E Scott

Russell Scott
National Investigation Services
P.O. Box 546
Lake Villa, IL 60046-0546
847-265-7800

Subscribed and sworn to before me, a notary public, on this 16th day of February, 20__

Jennifer Kryfka

Notary Public

My Commission Expires:



Eight Steps to Eviction

5. Court Procedures

- ★ Return date
- ★ Default judgment
- ★ Trial date

IN THE CIRCUIT COURT OF THE NINETEENTH JUDICIAL CIRCUIT,
LAKE COUNTY, ILLINOIS

Mike & Michelle Landlord

Plaintiff(s)

vs.

Joseph & Mary Smith

Defendant(s)

GEN. NO. xxLM1367

FORCIBLE ENTRY / DETAINER ORDER

Plaintiff(s) present / not present, Defendant(s) present / not present, in open court; this matter coming for Trial / Return Date, and the Court having heard and determined the issues thereof, finds Plaintiff(s) entitled to possession of the premises described herein;

IT IS THEREFORE ORDERED AND ADJUDGED:

that the Plaintiff(s) Mike & Michelle Landlord have and

recover of and from the Defendant(s) Joseph & Mary Smith

possession of the following described premises: 624 N. County Street

City/Village of Waukegan Apt./Unit No. 5 Zip Code 60085

ENFORCEMENT of possession is stayed until leave blank for judge.

IT IS FURTHER ORDERED AND ADJUDGED: that

Plaintiff(s) Mike & Michelle Landlord recover from

Defendant(s) Joseph & Mary Smith damages in

The amount of \$ leave blank for judge

plus including costs of suit

Filing Fee \$ 125

Service Fee \$ 70

Other Costs (attorney, etc.) \$ _____

TOTAL JUDGMENT \$ leave blank for judge

Dated at Waukegan, IL

ENTER:

This 20th day of February, 20

Judge

Prepared by:

Name: Mike Landlord

Address: 433 Balmoral Drive

City: Mundelein State: IL

Phone: 847-949-6045 Zip Code: 60060

Fax: 847-837-0687

ARDC: pro se

Eight Steps to Eviction

4. Legal Service of Process

5. Court Procedures

- ★ Return date

- ★ Default judgment

- ★ Trial date

6. Certify the Order

OFFICE OF THE SHERIFF

LAKE COUNTY, ILLINOIS

25 S. Martin Luther King, Jr. Avenue
Waukegan, Illinois 60085

GARY DEL RE
SHERIFF

847-377-4000

Eviction Procedure

Please provide 1 certified copy of eviction order, and 1 additional copy to the Sheriff's Civil Process Division. Fee for "Final Eviction Notice" posting must be paid in advance. Actual date of Eviction will be scheduled at this time.

In the event the defendant (TENANT) moves prior to the eviction date, you must contact the Sheriff's Civil Process Division at (847) 377-4400 at least one (1) hour prior to the scheduled eviction time.

If the Sheriff's Civil Process Division executes the eviction, the following charges will apply:

\$59.00 per Deputy hour any portion thereof.

.42 per mile from Sheriff's Office to the Eviction site.

It is the landlord/plaintiff's responsibility to provide a minimum of 3 capable movers. The landlord/plaintiff will provide plastic bags as well as rolls of plastic in the event of inclement weather.

In the event of the eviction being canceled due to a "Notice of Motion" vacating judgement [sic] order, the Sheriff will hold the eviction for only 2 weeks after posting. If no further action is requested, it will be sent back to the Clerk of the Circuit Court's file.

All eviction orders must have the name & address of the landlord/plaintiff, as well as the phone number and/or attorney information.

EVICTON SCHEDULED DATE: _____ **case no:** _____

Eviction will begin at 10:00am prompt!

Note: Evictions that have been scheduled will be re-scheduled only once.

FINAL EVICTION NOTICE

TO:

YOU WILL BE EVICTED FROM THE PREMISES

AND YOUR BELONGINGS PLACED OUT IN

THE STREET ON _____, 20____ AT _____ AM
PM

OR AS SOON THEREAFTER AS POSSIBLE!



Mark C. Curran, Jr.
SHERIFF
OF LAKE COUNTY, ILLINOIS

BY: _____ DEPUTY

DATE: _____

Eight Steps to Eviction

8. Eviction day

- ★ Sheriff deputy
- ★ Three workers
- ★ Bags
- ★ Plastic sheets
- ★ Change locks
- ★ Lock Windows

Typical Costs

Filing	\$126.00
Process server	50.00
Certified Order	6.00
Sheriff notice	35.00
Sheriff eviction	<u>75.00</u>
	\$292.00

Sheriff Fees

Civil Process Division Fee Schedule

[▶ Back to Civil Process Division](#)

LOCATION	MILES	MILEAGE COST	SERVICE EACH DEFENDANT	RETURN	TOTAL ONE SERVICE
ANTIOCH	40	\$17.60	\$15.00	\$8.00	\$40.60
BANNOCKBURN	32	\$14.10	"	"	\$37.10
* BARRINGTON	56	\$24.60	"	"	\$47.60
* BUFFALO GROVE	48	\$21.10	"	"	\$44.10
* CARY	72	\$32.10	"	"	\$55.10
CHANNEL LAKE	40	\$17.60	"	"	\$40.60
COUNTRYSIDE LAKE	30	\$13.20	"	"	\$36.20
CROOKED LAKEs	32	\$14.10	"	"	\$37.10
DEEP LAKE	32	\$14.10	"	"	\$37.10
* DEERFIELD	32	\$14.10	"	"	\$37.10
DEER PARK	56	\$24.60	"	"	\$47.60
DIAMOND LAKE	30	\$13.20	"	"	\$36.20
DOWNNEY	6	\$2.60	"	"	\$25.60
DRUCE LAKE	28	\$12.30	"	"	\$25.30
FORT SHERIDAN	22	\$9.70	"	"	\$32.70
FOREST LAKE	46	\$20.20	"	"	\$43.20
FOX LAKE	40	\$17.60	"	"	\$40.60
* FOX RIVER SPRINGS	52	\$22.90	"	"	\$45.90
GAGES LAKE	28	\$12.30	"	"	\$35.30
GRANDWOOD PARK	32	\$14.10	"	"	\$37.10
GRASS LAKE	40	\$17.60	"	"	\$40.60
GRAYSLAKE	28	\$12.30	"	"	\$35.30
GREAT LAKES	6	\$2.60	"	"	\$25.60
GREEN OAKS	24	\$10.60	"	"	\$33.60
GURNEE	10	\$4.40	"	"	\$27.40
HAINESVILLE	34	\$15.00	"	"	\$38.00
HALF DAY	36	\$15.90	"	"	\$38.80
HAWTHORNE WOODS	46	\$20.20	"	"	\$43.20
HIGHLAND PARK	28	\$12.30	"	"	\$35.30
HIGHWOOD	24	\$10.60	"	"	\$33.60
INGLESIDE	40	\$17.40	"	"	\$40.40
* ISLAND LAKE	56	\$24.60	"	"	\$47.60
IVANHOE	30	\$13.20	"	"	\$36.20
KILDEER	44	\$19.40	"	"	\$42.40
LAKE BLUFF	12	\$5.30	"	"	\$28.30
LAKE FOREST	16	\$7.00	"	"	\$30.00
LAKEHURST	10	\$4.40	"	"	\$27.40
* LAKEMOOR	46	\$20.20	"	"	\$43.20
LAKE VILLA	32	\$14.10	"	"	\$37.10
LAKE ZURICH	46	\$20.20	"	"	\$43.20

LIBERTYVILLE	24	\$10.60	"	"	\$33.60
LINCOLNSHIRE	32	\$14.10	"	"	\$37.10
LINDENHURST	32	\$14.10	"	"	\$37.10
LONG GROVE	44	\$19.40	"	"	\$42.40
LONG LAKE	34	\$15.00	"	"	\$38.00
METTAWA	24	\$10.60	"	"	\$33.60
MILBURN	24	\$10.60	"	"	\$33.60
MUNDELEIN	30	\$13.20	"	"	\$36.20
NORTH CHICAGO	6	\$2.60	"	"	\$25.60
* PALATINE	56	\$24.60	"	"	\$47.60
PARK CITY	10	\$4.40	"	"	\$27.40
PRAIRIE VIEW	40	\$17.60	"	"	\$40.60
RIVERWOODS	32	\$14.10	"	"	\$37.10
RONDOUT	20	\$8.80	"	"	\$31.80
ROUND LAKE	34	\$15.00	"	"	\$38.00
RUSSELL	26	\$11.40	"	"	\$43.40
* SPRING GROVE	52	\$22.90	"	"	\$45.90
THIRD LAKE	32	\$14.10	"	"	\$37.10
TOWER LAKES	56	\$24.60	"	"	\$47.60
VENETIAN VILLAGE	32	\$14.10	"	"	\$37.10
VERNON HILLS	36	\$15.80	"	"	\$38.80
VOLO	46	\$20.20	"	"	\$43.20
WADSWORTH	20	\$8.80	"	"	\$31.80
WAUCONDA	46	\$20.20	"	"	\$43.20
WAUKEGAN	2	\$0.90	"	"	\$23.90
WILDWOOD	28	\$12.30	"	"	\$35.30
WILLIAMS PARK	52	\$22.90	"	"	\$45.90
WINTHROP HARBOR	18	\$7.90	"	"	\$30.90
ZION	16	\$7.00	"	"	\$30.00

* You must verify if it is a Lake County Address by calling the local Police Department or Post Office.

Links

- **Compiled Statutes**

- <http://www.ilga.gov/legislation/ilcs/ilcs.asp>

- **Supreme Court Rules**

- <http://www.state.il.us/court/SupremeCourt/default.asp>

- **19th Judicial Circuit**

- **Clerk** <http://www.co.lake.il.us/circlk/forms.asp>

- **Court Rules**

- http://www.19thcircuitcourt.state.il.us/rules/rule_toc.htm

- **Court Forms**

- http://www.19thcircuitcourt.state.il.us/forms/civil/civil_law.htm#Civil%20Law

Forms

MEL METTS
publishing

[Home](#) [Contents](#) [Search](#)

[Articles](#)
[Free Forms](#)
[Glossary](#)
[Discussion](#)
[War Pix](#)
[Illinois Counties](#)
[Landlord Associations](#)
[Links](#)

[[back](#)]
Free Forms
Evictions

All interactive forms have been converted to Adobe version 8, which allows you to save the completed form to your computer without losing your data.

The FREE Adobe Reader version 8 is required for saving Interactive Forms.
Get it here.
(This is a new design; please report any errors to mettspub@melmetts.com)

EVICTIION FORMS PACKAGE

Fill out questionnaire and the forms complete themselves!
Save to your computer and edit later! It's FREE!

Or, you can pay \$69 to [Assured Eviction Service](#) for the same thing!

[Landlord's Five Days' Notice](#)
[Landlord's 5 Day Notice to Quit \(criminal\)](#)
[Landlord's Ten Day Notice to Terminate Lease \(violation\)](#)
[Landlord's 30 Day Notice to Terminate Lease](#)
[Complaint in Forcible Entry and Detainer](#)
[Summons Original & Copy](#)
[Appearance](#)
[Order - Forcible Entry and Detainer](#)

Screening and Leasing
[Crime-free Lease Addendum \[Illinois \] \[Round Lk Beach \]](#)
[Fair Credit Reporting Act \(FCRA\) Summary](#)
[Lead-based Paint Disclosure \[English \] \[Spanish\]](#)
[Protect Your Family from Lead in the Home \[English \] \[Spanish\]](#)
[Rental Application \[English \] \[Spanish\]](#)
[Security Deposit Settlement](#)
[Verification from Current/Prior Employer](#)
[Verification from Current/Prior Landlord](#)

Mel Metts Publishing is not responsible for actual or consequential damages incurred by the use of these forms.

Bonus Forms



MEL METTS
publishing






[Home](#)
[Articles](#)
[Discussion](#)
[Free Forms](#)
[Glossary](#)
[Illinois Counties](#)
[Landlord Associations](#)
[Links](#)
[Order Form](#)
[Property Search Tips](#)
[War Pix](#)

Real Estate Forms

These forms are available free of charge to individuals who have purchased my book. The forms are password-protected. If you have purchased my book and would like access to these forms, e-mail your desired username and password to mettspub@melmetts.com. You will be notified via e-mail when your account has been activated.

We reserve the right to withdraw any form at any time. Check back from time to time, as we will add new forms periodically.

Forms are available in Microsoft Word format, Acrobat format, or both. Please report broken links to mettspub@melmetts.com.

Form Description	Format
Note: Each file will open in new window. Or right-click to download.	
Acceptance Notice	 
Access Notice, 48-Hour	 
Agency (Trespass) Agreement, Mundelein	
Agency (Trespass) Agreement, North Chicago	
Agency (Trespass) Agreement, Waukegan	
Agreement to Vacate (in lieu of eviction)	
Air Conditioner Addendum	 
Apartment Rules & Regulations	
Application Fee Refund	
Application to Rent, English v.1	 

First Choice Home Improvement
2127 Memorial Park
Glenview, Illinois 60025
Phone: 847-461-7788
Fax: 847-217-7139

- 100+ forms
- Free to owners of my book
- Contact me with desired username & password

Forms Automation

CASE INFORMATION

LANDLORD

Name(s): _____

Street Address: _____

City _____ State _____ Zip _____

Telephone: _____ Fax: _____

TENANT

Name(s): _____

Street Address: _____

Additional Address Information (optional): _____

(Check one) Village City Town Name: _____ Zip _____

APARTMENT?

Yes

No

Apartment #: _____

LATE RENT

Amount Due \$: _____ .00 (Spell out) Dollars _____ Cents *no*

Name(s) of Month(s) of Unpaid Rent: _____

FIVE DAY NOTICE

(Spell out) Date Prepared: Month _____ Day _____ Year 20 _____

Name of person(s) authorized to receive rent: _____

COURT INFORMATION

Case Number: _____

Filing Date: Month _____ Day _____ Year 20 _____

Name of Person Filing the Case: _____ ARDC: *pro se*

Return Date: Month _____ Day _____ Year 20 _____ Time 9:00 AM

Trial Date: Month _____ Day _____ Year 20 _____ 1:30 PM

Filing Fee \$: _____ Service Fee \$: _____ Other Costs \$: _____

Do it!

Do it Yourself Evictions

*A layman's guide to
Forcible Entry and Detainer
procedures in Illinois*

by Mel Metts

Lake
County

Thank you!

Happy Landlording!