



In The Circuit Court
For The Seventh Judicial Circuit of Illinois
Sangamon County, Springfield, Illinois

(Petitioner)

vs.

(Defendant)



Case No. _____
Amount Claimed \$ _____

SUMMONS

To each Defendant:

YOU ARE SUMMONED and required to appear before this Court at the Sangamon County Complex, 200 South Ninth Street, Room 405, Springfield, Illinois, at _____ a.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.

(Seal of Court)

Date

Clerk of the Circuit Court

AFFIDAVIT

_____, on oath says the last known mailing address of Defendant
(Name)
_____ is _____
(Name) (Address)

(City/State/Zip)

Signed and sworn to before me

Date

(Notary Public) (Clerk of the Circuit Court)

Name: _____
Attorney for: _____
Address: _____
City/State/Zip: _____
Area Code/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 _____ Date

(Seal of Court)

Deputy Clerk