

SUMMONS - Action for \$10,000.01 - \$50,000.00

IN THE CIRCUIT COURT OF THE TWENTY-SECOND JUDICIAL CIRCUIT  
McHENRY COUNTY, ILLINOIS

THIS IS AN ARBITRATION CASE

Plaintiff(s)

Vs.

Case Number \_\_\_\_\_

Amount Claimed \$ \_\_\_\_\_

Defendant(s)

## ARBITRATION SUMMONS

**To each Defendant:**

**YOU ARE SUMMONED and required to file an answer in this case, or otherwise file your appearance**, in the office of the McHenry County Circuit Clerk, Michael J. Sullivan Judicial Center, 2200 N. Seminary Avenue, Woodstock, Illinois, 60098, within 30 days after service of this summons, not counting the day of service. **IF YOU FAIL TO DO SO, A JUDGMENT BY DEFAULT MAY BE ENTERED AGAINST YOU FOR THE RELIEF ASKED IN THE COMPLAINT.**

E-filing is now mandatory with limited exceptions. 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. 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](http://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](http://www.illinoislegalaid.org). You can also ask your local Circuit Clerk's office (see [www.mchenrycircuitclerk.org](http://www.mchenrycircuitclerk.org)) 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. **This summons may not be served later than 30 days after its date.**



WITNESS \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Clerk of the Circuit Court

\_\_\_\_\_  
Deputy

\_\_\_\_\_  
Plaintiff's attorney or plaintiff if he is not represented by an attorney

Name \_\_\_\_\_

Telephone \_\_\_\_\_

Attorney for \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_

City, State Zip \_\_\_\_\_