

Appendix J: The Motion Forms

Motion

THE MOTION

1. The party must write in the assigned case number.
2. The party must state the name of all Plaintiffs.
3. The party must state the name of all Defendants.
4. The party filing the Motion must be designated in the Motion as Plaintiff or Defendant and must also be named. For example: "Now comes the defendant Dave Donalds."
5. The party must state what kind of a Motion is being filed. For example: "Vacate judgment entered on March 1, 2003", or "for a Turnover Order."
6. The party must state any facts which support the relief sought in the Motion. Basically, this is to explain to the other party the basis for the Motion, and to tell the Judge why the Motion should be granted.
7. The party must again state the kind of Motion being filed.
8. The party must sign here.
9. The party should leave this blank; it will be filled in by the clerk.

A COPY OF THIS MOTION MUST ACCOMPANY THE NOTICE OF MOTION AND BE SENT TO ALL PARTIES, INCLUDING EMPLOYERS OR GARNISHEES (IN THE CASE OF WAGE DEDUCTIONS OR GARNISHMENTS).

**IN THE CIRCUIT COURT OF THE SIXTEENTH JUDICIAL CIRCUIT
KANE COUNTY, ILLINOIS**

Case No. _____ ①

②	③	
Plaintiff/Petitioner	Defendant/Respondent	File Stamp

MOTION TO

④
Now Comes the Plaintiff/Petitioner Defendant/Respondent
Pro Se, and in his/her motion to

⑤

states as follows:

1)

⑥

2)

3)

Therefore, Plaintiff/Petitioner Defendant/Respondent requests the court to grant the motion to

⑦

⑧

Signature

Subscribed and sworn to before me on

_____ (date)

⑨

Notary Public/Clerk of the Circuit Court
(Seal)