

IN THE SIXTEENTH JUDICIAL CIRCUIT
GENERAL ORDER 25-02
Effective February 20, 2025

IN THE MATTER OF
ADDING ARTICLE
19.08 TO LOCAL COURT RULE
V. CRIMINAL PROCEEDINGS

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<i>Shirley R. Burchard</i> Clerk of the Circuit Court Kane County, IL	
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ENTERED	_____

WHEREAS, in response to a need for clear direction and procedure for parties regarding seeking information, documents, or physical objects through a Subpoena Duces Tecum;

IT IS THEREFORE ORDERED, that by a majority vote of the Circuit Judges of the Sixteenth Judicial Circuit, the attached Local Rule 19.08 is adopted in and for the Sixteenth Judicial Circuit, effective February 20th, 2025. This amends the current Local Rule to add the attached under Article 19 of Local Rule V regarding Criminal Proceedings.

Entered this 20th day of February 2025, and effective February 20th, 2025.



Robert K. Villa, Chief Judge

Kane County Local Rule

V. CRIMINAL PROCEEDINGS

ARTICLE 19: GENERAL

19.08 SUBPOENA DUCES TECUM

Any party seeking information, documents, or physical objects through a Subpoena Duces Tecum must follow this procedure and file a copy with the Kane County Circuit Clerk.

- (1) Give notice to the other party of intent to issue a Subpoena Duces Tecum. Said notice should describe the information sought;
 - (2) If the non-subpoenaing party objects to the issuance, the parties must schedule a hearing within seven (7) days of the notice of Subpoena Duces Tecum before the Judge assigned to the case. The Judge will determine whether said subpoena can be issued;
 - (3) If the Judge determines said subpoena is appropriate, the subpoena should be issued with the direction that the items/information should be sent directly to the party issuing said subpoena;
 - (4) Once a party obtains said information items, a copy of said information and/or notice of the items received must be sent to the opposing party;
 - (5) No information, items, or responses to or from the subpoena shall be sent to the Court.
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