

Rule 291. Proceedings Under the Administrative Review Law

In the Circuit Court of the _____ Judicial Circuit
_____ County, Illinois
(Or, In the Circuit Court of Cook County, Illinois)

A.B., C.D., etc. (naming all plaintiffs),)
Plaintiffs,)
v.)
) No. _____
First the Agency appealed from, and)
the defendants, and parties not)
appealing,)
Defendants.)

To each of the above-named defendants:

You are hereby summoned and required to file an answer in this case or otherwise file your appearance in the office of the clerk of this court within 35 days after the date of this summons.

E-filing is now mandatory for documents in civil cases with limited exemptions. 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.

This summons is served upon you by registered or certified mail pursuant to the provisions of the Administrative Review Law.

Witness _____, 20 ____

(Seal of Court)

Clerk of Court

Plaintiff's Attorney (or plaintiff, if he is not represented by attorney)

Address _____

Telephone No. _____

Facsimile Telephone No. _____

E-Mail Address _____

(If service by facsimile transmission will be accepted, the telephone number of the plaintiff or plaintiff's attorney's facsimile machine is additionally required.)