

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY	NOTICE OF COURT DATE FOR HARDSHIP MOTION	For Court Use Only
Instructions ▼	State of Illinois v. _____ Description of vehicle taken _____ Claimant (First, middle, last name)	_____ Case Number
Enter above, the county name where the case was filed.		
Enter the year, make, and model of vehicle. Include VIN, if known.		
Enter your name as Claimant.		
Enter the Case Number given by the Circuit Clerk.		

In **1a**, enter the date and time of your hearing. The Circuit Clerk will give you the date and time of the hearing when you file your *Hardship Motion*.

In **1b**, enter the address of the court and court room number for the hearing.

If you are completing this form on a computer, sign your name by typing it. If you are completing it by hand, sign and print your name.

Enter your complete current address, telephone number, and email address if you have one.

1. Hearing information

The hearing for the *Hardship Motion* is scheduled for:

a. Date: _____ Time: _____ a.m. p.m.

b. Address: _____
Street City State ZIP

Courtroom: _____

/s/ _____
Your Signature

_____ *Street Address*

_____ *Print Your Name*

_____ *City, State, ZIP*

_____ *Telephone*

_____ *Email*

Proof of Delivery

1. I am sending the *Notice and Hardship Motion*

2. At or before 5:00 p.m. on: _____
Date

3. To: _____ County State's Attorney:
County Name

Address: _____
Street Address City State ZIP

Email: _____

In **2**, enter the date you send this form to the other parties. You must send this form by 5:00 p.m. on the same day it was filed with the Circuit Clerk.

In **3**, enter the complete address of the State's Attorney Office where you are sending a copy of this form.

Check the box to show how you are sending the documents.
CAUTION: If you and the person you are sending the documents to have an email address, you **must** use one of the first two options. Otherwise, you may use one of the other options.

- By: The court's electronic filing manager (EFM) or an approved electronic filing service provider (EFSP)
 Email (*not through an EFM or EFSP*)
Only use one of the methods below if you do not have an email address, or the person you are sending the documents to does not have an email address.
- Personal hand delivery to:
 The party
 The party's family member who is 13 or older, at the party's residence
 The party's lawyer
 The party's lawyer's office
 Mail or third-party carrier

In 4, send copies of the documents to the lien holder. A **lien holder** is the person/company to whom you are making your car loan payments. If there is none, leave blank.

4. To the lien holder of the vehicle:

Name: _____
First Middle Last

Address: _____
Street Address City State ZIP

Email: _____

- By: The court's electronic filing manager (EFM) or an approved electronic filing service provider (EFSP)
 Email (*not through an EFM or EFSP*)
Only use one of the methods below if you do not have an email address, or the person you are sending the documents to does not have an email address.
- Personal hand delivery to:
 The party
 The party's family member who is 13 or older, at the party's residence
 The party's lawyer
 The party's lawyer's office
 Mail or third-party carrier

Check the box to show how you are sending the documents.
CAUTION: If you and the person you are sending the documents to have an email address, you **must** use one of the first two options. Otherwise, you may use one of the other options.

5. To other people with an interest in the vehicle:

Name: _____
First Middle Last

Address: _____
Street Address City State ZIP

Email: _____

- By: The court's electronic filing manager (EFM) or an approved electronic filing service provider (EFSP)
 Email (*not through an EFM or EFSP*)
Only use one of the methods below if you do not have an email address, or the person you are sending the documents to does not have an email address.
- Personal hand delivery to:
 The party
 The party's family member who is 13 or older, at the party's residence
 The party's lawyer
 The party's lawyer's office
 Mail or third-party carrier

In 5, send copies of the documents to anyone else with an interest in the vehicle. For example, a co-owner. If there is none, leave blank.

Check the box to show how you are sending the documents.
CAUTION: If you and the person you are sending the documents to have an email address, you **must** use one of the first two options. Otherwise, you may use one of the other options.

If you are sending your documents to more than 3 parties or lawyers, check the box and file the *Additional Proof of Delivery* with this form.

I have attached 1 or more *Additional Proof of Delivery (Civil Asset Forfeiture)* forms

Under the Code of Civil Procedure, [735 ILCS 5/1-109](#), making a statement on this form that you know to be false is perjury, a Class 3 Felony.

I certify that everything in the *Proof of Delivery* is true and correct. I understand that false statement on this form is perjury and has penalties provided by law under [735 ILCS 5/1-109](#).

/s/

Your Signature

Street Address

Print Your Name

City, State, ZIP

Telephone

Email

If you are completing this form on a computer, sign your name by typing it. If you are completing it by hand, sign and print your name.

Enter your complete address, telephone number, and email address, if you have one.

GETTING COURT DOCUMENTS BY EMAIL: You should use an email account that you do not share with anyone else and that you check every day. If you do not check your email every day, you may miss important information, notice of court dates, or documents from other parties.