M.R. 3140

**IN THE
SUPREME COURT
OF
THE STATE OF ILLINOIS**

Order entered September 24, 2025.

(Deleted material is struck through, and new material is underscored.)

Effective January 1, 2026, Illinois Supreme Court Rules 13, 22, 605, and 606 are amended, as follows. Additionally, on June 6, 2025, Illinois Supreme Court Rule 706 was amended but contained a clerical error, which is corrected *nunc pro tunc*.

## Amended Rule 13

**Rule 13. Appearances—Time to Plead—Withdrawal**

**(a) Written Appearances.** If a written appearance is filed, copies of the appearance shall be served in the manner required for the service of copies of pleadings.

**(b) Time to Plead.** A party who appears without having been served with summons is required to plead within the same time as if served with summons on the day he appears.

**(c) Appearance and Withdrawal of Attorneys.**

(1) *Addressing the Court.* An attorney shall file a written appearance or other pleading before addressing the court unless the attorney is presenting a motion for leave to appear by intervention or otherwise.

(2) *Notice of Withdrawal.* Except as provided under paragraph (c)(7), an attorney may not withdraw his or her appearance for a party without leave of court and notice to all parties of record. Unless another attorney is substituted, the attorney must give reasonable notice of the time and place of the presentation of the motion for leave to withdraw, by personal service, certified mail, or a third-party carrier, directed to the party represented at the party's last known business or residence address. Alternatively, the attorney may give such notice electronically, if receipt is acknowledged by the party. Such notice shall advise said party that to insure notice of any action in said cause, the party should retain other counsel therein or file with the clerk of the court, within 21 days after entry of the order of withdrawal, a supplementary appearance stating therein an address to which service of notices or other documents may be made.

(3) *Motion to Withdraw.* The motion for leave to withdraw shall be in writing and, unless another attorney is substituted, shall state the last known address(es) of the party represented. The motion may be denied by the court if granting the motion would delay the trial of the case, or would otherwise be inequitable.

(4) *Copy to be Served on Party.* If the party does not appear at the time the motion for

withdrawal is granted, either in person or by substitute counsel, then, within three days of the entry of the order of withdrawal, the withdrawing attorney shall serve the order upon the party in the manner provided in paragraph (c)(2) of this rule and file proof of service of the order.

(5) *Supplemental Appearance.* Unless another attorney is, at the time of such withdrawal, substituted for the one withdrawing, the party shall file in the case within 21 days after entry of the order of withdrawal a supplementary appearance, stating therein an address at which the service of notices or other documents may be had upon him or her. A self-represented litigant may supply an e-mail address for service, pursuant to Rule 11(b). In the case of the party's failure to file such supplementary appearance, subsequent notices and filings shall be directed to the party at the last known business or residence address.

(6) *Limited Scope Appearance.* An attorney may make a limited scope appearance on behalf of a party in a civil proceeding pursuant to Rule of Professional Conduct 1.2(c) when the attorney has entered into a written agreement with that party to provide limited scope representation. The attorney shall file a Notice of Limited Scope Appearance, using an approved statewide form, identifying each aspect of the proceeding to which the limited scope appearance pertains.

An attorney may file a Notice of Limited Scope Appearance more than once in a case. An attorney must file a new Notice of Limited Scope Appearance before any additional aspect of the proceeding in which the attorney intends to appear. A party shall not be required to pay more than one appearance fee in a case.

(7) *Withdrawal Following Completion of Limited Scope Representation.* Upon completion of the representation specified in the Notice of Limited Scope Appearance filed pursuant to paragraph (6), the attorney shall withdraw from the Limited Scope Appearance through one of the methods provided in parts (i)-(ii) of this paragraph, each of which requires filing a Notice of Completion of Limited Scope Appearance, using an approved statewide form. A withdrawal for any reason other than completion of the limited scope representation shall be requested by motion under paragraphs (c)(2) and (c)(3).

(i) Method 1—In Open Court. If the attorney completes the representation at or before a court hearing attended by the party the attorney represents, the attorney may present the Notice of Completion of Limited Scope Appearance without prior notice to the party the attorney represents or to other parties. Upon presentment of the Notice of Completion of Limited Scope Appearance, the attorney's appearance is withdrawn without the necessity of leave of court. The court may require the attorney to give written notice of the completion of the limited scope representation to parties who were neither present nor represented at the hearing. If the party objects that the attorney has not completed the limited scope representation, the court must hold an evidentiary hearing on the objection, either immediately or on a specified later date. After hearing the evidence, the court must enter an order allowing the attorney to withdraw from the case unless the court expressly finds by clear and convincing evidence that the attorney has not completed the representation specified in the Notice of Limited Scope Appearance.

(ii) Method 2—Outside of Court. The attorney may also withdraw by filing an approved statewide form Notice of Completion of Limited Scope Appearance outside of

open court and serving the Notice and an approved statewide form Objection to Completion of Limited Scope Appearance on the party the attorney represents and other counsel of record and other parties not represented by counsel, unless the court by order excuses service on other counsel and other parties. The attorney must also serve the Notice on the judge then presiding over the case. The attorney must file proof of service in compliance with this paragraph. Upon filing the Notice of Completion of Limited Scope Appearance and Objection to Completion of Limited Scope Appearance, the attorney's appearance is withdrawn without necessity of leave of court.

Within 21 days after the service of the Notice and Objection, the party may file an Objection to Completion of Limited Scope Appearance, prepared by utilizing, or substantially adopting the appearance and content of, the form provided in the Article I Forms Appendix. The party must serve the Objection on the attorney and must also serve it on other counsel of record and other parties not represented by counsel unless the court by order excuses service on other counsel and other parties. If a timely Objection is filed, however, the attorney must notice a hearing on the Objection. If the ground for the Objection is that the attorney has not completed the representation specified in the Notice of Limited Scope Appearance, the court must hold an evidentiary hearing. After the requisite hearing, the court must enter an order allowing the attorney to withdraw unless the court expressly finds by clear and convincing evidence that the attorney has not completed the representation specified in the Notice of Limited Scope Appearance.

(8) *Period of Representation in the Trial Court.* Except upon withdrawal pursuant to paragraphs (c)(2), (3), (4), and (7), or as may be provided in a limited scope appearance under paragraph (c)(6) of this rule, an attorney's appearance in the trial court ends upon the filing of a notice of appeal from the final judgment on behalf of the client or upon the expiration of the time for filing the notice, whichever occurs first.

Adopted June 15, 1982, effective July 1, 1982; amended February 16, 2011, effective immediately; amended Jan. 4, 2013, eff. immediately; amended June 14, 2013, eff. July 1, 2013; amended June 22, 2017, eff. July 1, 2017; amended Dec. 22, 2022, eff. Jan. 1, 2023; amended Sept. 24, 2025, eff. Jan. 1, 2026.

Committee Comments

(rev. June 14, 2013)

Rule 13 was added in 1982. It was patterned after Proposed Uniform Circuit Court Rule III, which was prepared by a special committee of the Illinois State Bar Association and approved by the ISBA Board of Governors on June 22, 1976. Under paragraph (c) of this rule, an attorney's written appearance on behalf of a client before any court in this State binds the attorney to continue to represent that client in that cause until the court, after notice and motion, grants leave for the attorney to withdraw. See Rule of Professional Conduct 1.16(c).

Committee Comments

Paragraph (c)(6) addresses the provision of limited scope representation to clients under Rule of Professional Conduct 1.2(c). The paragraph is not intended to regulate or impede appearances made pursuant to other types of limited engagements by attorneys, who may appear and withdraw as otherwise provided by Rule 13.

An attorney making a limited scope appearance in a civil proceeding must first enter into a written agreement with the party disclosing the limited nature of the representation. The limited appearance is then effected by using the approved statewide form Notice of Limited Scope Appearance appended to this Rule. Utilizing this approved statewide form promotes consistency in the filing of limited scope appearances, makes the notices easily recognizable to judges and court personnel, and helps ensure that the scope of the representation is identified with specificity.

A party on whose behalf an attorney has filed a Notice of Limited Scope Appearance remains responsible, either personally or through an attorney who represents the party, for all matters not specifically identified in the Notice of Limited Scope Appearance.

Paragraph (c)(6) does not restrict (1) the number of limited scope appearances an attorney may make in a case, (2) the aspects of the case for which an attorney may file a limited scope appearance such as, for example, specified court proceedings, depositions, or settlement negotiations, or (3) the purposes for which an attorney may file a limited scope appearance. Notwithstanding the absence of numeric or subject matter restrictions on filing limited scope appearances, nothing in the Rule restricts the ability of a court to manage the cases before it, including taking appropriate action in response to client or lawyer abuse of the limited scope representation procedures.

Paragraph (c)(7) provides two alternative ways for an attorney to withdraw when the representation specified in the Notice of Limited Scope Appearance has been completed. The first method—in-court presentment of an approved statewide form Notice of Completion of Limited Scope Appearance—can be used whenever the representation is completed at or before a hearing attended by the party the attorney represents. Prior notice is not required. The attorney should use this method whenever practical, because its use ensures that withdrawal occurs as soon as possible and that the court knows of the withdrawal. The attorney's withdrawal is automatic, and the court should enter an order to that effect.

The second method—filing an approved statewide form Notice of Completion of Limited Scope Appearance with the clerk of the court—enables the attorney to withdraw easily in other situations, without having to make a court appearance. The Notice and an approved statewide form Objection to Completion of Limited Scope Appearance must be served on the party represented and on other counsel of record and other parties not represented by counsel unless the court excuses service on other counsel of record and other parties not represented by counsel. The Notice must also be served on the judge then presiding over the case to ensure that the judge is made aware that the limited scope representation has been completed, subject to the client's right to object. The attorney's withdrawal is automatic, and the court should enter an order to that effect.

A client may contest an attorney's Completion of Limited Scope Appearance by filing an Objection to Completion of Limited Scope Representation within 21 days of service of a Notice of Completion of Limited Scope Appearance.

If the client files a timely Objection to Completion of Limited Scope Appearance pursuant to

paragraph (c)(7)(ii), the court must allow the attorney to withdraw unless the court expressly finds by clear and convincing evidence that the attorney has not completed the representation specified in the Notice of Limited Scope Appearance. An evidentiary hearing is required if the client objects to the attorney's withdrawal based on the attorney's failure to complete the representation. A nonevidentiary hearing is required if the client objects on a ground other than the attorney's failure to complete the representation, although the primary function of such a hearing is to explain to the client that such an objection is not well founded. A court's refusal to recognize a properly presented or filed Notice of Completion of Limited Scope Appearance, or even its encouragement of the attorney to extend the representation, would disserve the interests of justice by discouraging attorneys from undertaking limited scope representations out of concern that agreements with clients for such representations would not be enforced.

A limited scope appearance under the rule is unrelated to "special and limited" appearances formerly used to object to the lack of personal jurisdiction. The use of such appearances ended with the adoption of Public Act 91-145, which amended section 2-301 of the Code of Civil Procedure (735 ILCS 5/2-301) effective January 1, 2000.

Committee Comments

(Jan. 1, 2026)

The addition of paragraph (c)(8) clarifies that an attorney's appearance in the trial court usually does not end until the time for filing an appeal expires. See, *e.g.*, *Roe v. Flores-Ortega*, 528 U.S. 470, 480 (2000) (counsel has a constitutionally imposed duty to consult with a defendant about an appeal when there is reason to think either (1) that a rational defendant would want to appeal because there are nonfrivolous grounds for appeal or (2) that this particular defendant reasonably demonstrated to counsel that he was interested in appealing).

**Amended Rule 22**

**Rule 22. Appellate Court Organization; Administrative Authority; Appellate Court Rules**

**(a) Divisions-Appellate Districts.**

(1) Each district of the Appellate Court shall consist of one division unless the Supreme Court provides otherwise by order. The First District shall sit in the city of Chicago. The Second District shall sit in the city of Elgin. The Third District shall sit in the city of Ottawa. The Fourth District shall sit in the city of Springfield. The Fifth District shall sit in the city of Mount Vernon. With the approval of the chief justice of the Supreme Court, a division may sit at any place in the State. The Appellate Court in each district shall be in session throughout the year, and each division shall sit periodically as its judicial business requires. Each division shall sit in panels of three judges as hereinafter provided.

(2) Oral arguments in the appellate court will normally be held in the courthouse provided for that purpose in the appropriate city designated in subparagraph (a)(1). However, with the approval of all the parties and the chief justice, a panel of the appellate court may, on occasion, agree to set an oral argument to be held in a suitable, alternative location but outside the courthouse in which the panel would otherwise normally preside.

**(b) Assignment to Divisions-Designation of Panels.** The Supreme Court shall assign judges to the various divisions. The presiding judge of a division shall designate judges serving in that division to sit in panels of three. Such a three-judge panel shall constitute the division for purposes of rendering a decision in a case. The Executive Committee of the First District, upon request of a division of that district, may designate any Appellate Court judge of that district to sit in the place of a judge of the requesting division for such case or cases as may be designated in the request.

**(c) Decisions.** Three judges must participate in the decision of every case, and the concurrence of two shall be necessary to a decision. One judge may decide motions of course.

**(d) Divisions—Presiding Judge.** The judges of each division shall select one of their number to serve as presiding judge of that division for a term of one year.

**(e) Reserved.**

**(f) Executive Committee of the Appellate Court in the First Appellate District.** There shall be an Executive Committee of the First District composed of one member of each division, which committee shall exercise general administrative authority. The executive committee shall select one of its number as chairman.

**(g) Administrative Authority.** Subject to the overall authority of the Supreme Court, the presiding judge of each district, and the chairman of the Executive Committee in the First District, shall have the authority to determine, among other things, the hours of court, available leave time to which a judge is entitled, and to instruct the way in which a judge on the bench is expected to behave. In the exercise of this general administrative authority, the presiding judge of each judicial district and the chairman of the Executive Committee in the First District shall take or initiate appropriate measures to address the persistent failure of any judge to perform his or her judicial duties.

**(h) Appellate Court Rules.** A majority of the appellate court judges in each district may adopt rules governing civil and criminal cases which are consistent with these rules and the statutes of the state, and which, so far as practicable, shall be uniform throughout the state. All rules of court shall be filed with the Administrative Director within 10 days after they are adopted.

**(i) Workers' Compensation Commission Appeals.** The Supreme Court shall appoint a ~~A~~ five-judge panel of the Appellate Court ~~will~~ to sit as the Workers' Compensation Commission division of each district of the Appellate Court. If a judge appointed to the Workers' Compensation Commission division cannot participate, the alternate member appointed by the Supreme Court shall participate. A judge appointed to the Workers' Compensation Commission division shall be appointed for a term of three years and thereafter is eligible for reappointment. The Workers' Compensation Commission division will hear and decide all appeals involving proceedings to review orders of the Workers' Compensation Commission. The division will sit, periodically, as its judicial business requires, at any place in the State it chooses. Five judges must participate in the decisions of the Workers' Compensation Commission division, and the concurrence of three shall be necessary to a decision. ~~If a judge designated to serve on this panel cannot participate, the alternate designated by the Supreme Court shall participate.~~ Motions of course may be decided by one judge.

Amended effective July 1, 1971, and December 9, 1974; amended July 30, 1979, effective October 15,

1979; amended February 1, 1984, effective February 1, 1984, with Justice Moran dissenting (see *Yellow Cab Co. v. Jones* (1985), 108 Ill. 2d 330, 342); amended April 10, 1987, effective August 1, 1987; amended November 20, 1991, effective immediately; amended October 15, 2004, effective January 1, 2005; amended May 23, 2005, effective immediately; amended December 1, 2008, effective immediately; amended June 22, 2017, eff. July 1, 2017; amended Aug. 2, 2023, eff. immediately; amended Sept. 24, 2025, eff. Jan. 1, 2026.

Committee Comments

(December 1, 2008)

New paragraph (g) was adopted December 1, 2008, to clarify that a presiding judge's administrative role includes the authority, and the responsibility, to address the persistent failure of any judge to perform his or her judicial duties. Such failure may be due to, among other things, professional incompetence, poor case load management, or chronic absenteeism. Depending on the facts involved, the expectation is that the presiding judge will take or initiate appropriate action to remedy the situation. It shall be the duty of the presiding judge to provide counseling, if deemed necessary and appropriate, and to report violations of the Canons to the Judicial Inquiry Board. In circumstances where there is uncertainty as to whether the conduct at issue is violative of the Canons, the presiding judge shall report the conduct, with substantial particularity, to the Supreme Court.

(Revised February 1, 1984)

As originally adopted, Rule 22 was derived from former Rule 56-2, effective January 1, 1964, and modified June 24, 1965, without change in substance.

Paragraph (a)

As originally adopted, paragraph (a) provided that the Appellate Court should sit in divisions and specified the number of divisions in each of the five districts, four in the First, and one in each of the other districts. It was amended in 1971 to reflect the creation of a fifth division in the First District, and again in 1974, to authorize the creation of a second division in the Second District.

In 1979, the paragraph was amended. Under the paragraph, as amended, each district constitutes a single division unless the Supreme Court provides otherwise by order. A division may consist of four, five, or six judges. Cases are assigned to panels of three judges. The concurrence of two is necessary for a decision.

Paragraph (b)

In 1979, paragraph (b) was amended to permit the presiding judges to designate judges within their division to sit in panels. The authority of the Executive Committee of the First District to make designations on request of a division was retained.

Paragraph (c)

Paragraph (c) provides that three judges must participate in the decision of every case, and that two shall be necessary to a decision, other than a ruling on a motion of course. The 1979 amendments to the rule made no change in paragraph (c). Thus, though a division may consist of more than three judges, it sits in panels of three.

Paragraph (d)

The 1979 amendment retained the one-year term for the presiding judges, but eliminated the provision in the pre-1979 text requiring that the position of presiding judge be rotated among the judges of the division.

Paragraph (e)

(Revised August 2, 2023)

In 2023, the text of paragraph (e) was repealed and reserved in light of the adoption of M.R. 1963.

Paragraph (f)

Paragraph (f) was amended in 1979 to reflect the deletion from paragraph (a) of the specific provision setting out the number of divisions in each district. There was no change in substance.

Paragraph (g)

Paragraph (g) was added in 1984 to provide for the creation of the Industrial Commission division of the Appellate Court. A single panel of five appellate judges, one from each district (or alternates designated by the Supreme Court), will hear and decide all cases involving proceedings to review orders of the Industrial Commission. The procedure was adopted to relieve the Supreme Court of the growing burden of hearing all such appeals (see amended Rule 302(a)), and to insure that such appeals will continue to enjoy the traditional benefits of speedy consideration and uniform application of the law, the need for which was considered the original justification for giving such cases preferred status in the first place.

Notices of appeal from trial court orders disposing of cases involving review of Industrial Commission orders will be filed in the circuit court in accordance with Rule 303, and copies thereof will be sent to the clerk of the Appellate Court, as required in Rule 303(a)(4).

## Amended Rule 605

**Rule 605. Advice to Defendant**

**(a) On Judgment and Sentence After Plea of Not Guilty.**

(1) In all cases in which the defendant is found guilty and sentenced to imprisonment, probation or conditional discharge, periodic imprisonment, or to pay a fine, or in which a sentence of probation or conditional discharge has been revoked or the conditions attached to such a sentence have been modified, excluding cases in which the judgment and sentence are

entered on a plea of guilty, the trial court shall, at the time of imposing sentence or modifying the conditions of the sentence, advise the defendant of the right to appeal, of the right to request that counsel or, if unrepresented, the clerk to prepare and file a notice of appeal, and of the right, if indigent, to be furnished, without cost to the defendant, with a transcript of the proceedings at the trial or hearing.

(2) In addition to the foregoing rights, in cases in which the defendant has been convicted of a felony or a Class A misdemeanor or convicted of a lesser offense and sentenced to imprisonment, periodic imprisonment, or to probation or conditional discharge conditioned upon periodic imprisonment, or in which a sentence of probation or conditional discharge has been revoked or the conditions attached to such a sentence have been modified and a sentence or condition of imprisonment or periodic imprisonment imposed, the trial court shall advise the defendant of the right to have counsel appointed on appeal.

(3) At the time of imposing sentence or modifying the conditions of the sentence, the trial court shall also advise the defendant as follows:

A. that the right to appeal the judgment of conviction, excluding the sentence imposed or modified, will be preserved only if a notice of appeal is filed in the trial court within thirty (30) days from the date on which sentence is imposed;

B. that prior to taking an appeal, if the defendant seeks to challenge the correctness of the sentence, or any aspect of the sentencing hearing, the defendant must file in the trial court within 30 days of the date on which sentence is imposed a written motion asking to have the trial court reconsider the sentence imposed, or consider any challenges to the sentencing hearing, setting forth in the motion all issues or claims of error regarding the sentence imposed or the sentencing hearing;

C. that any issue or claim of error regarding the sentence imposed or any aspect of the sentencing hearing not raised in the written motion shall be deemed waived; and

D. that in order to preserve the right to appeal following the disposition of the motion to reconsider sentence, or any challenges regarding the sentencing hearing, the defendant must file a notice of appeal in the trial court within 30 days from the entry of the order disposing of the defendant's motion to reconsider sentence or order disposing of any challenges to the sentencing hearing.

**(b) On Judgment and Sentence Entered on a Plea of Guilty.** In all cases in which a judgment is entered upon a plea of guilty, other than a negotiated plea of guilty, at the time of imposing sentence, the trial court shall advise the defendant substantially as follows:

(1) that the defendant has a right to appeal;

(2) that prior to taking an appeal the defendant must file in the trial court, within 30 days of the date on which sentence is imposed, a written motion asking to have the trial court reconsider the sentence or to have the judgment vacated and for leave to withdraw the plea of guilty, setting forth the grounds for the motion;

(3) that if the motion is allowed, the sentence will be modified or the plea of guilty, sentence and judgment will be vacated and a trial date will be set on the charges to which the plea of guilty was made;

(4) that upon the request of the State any charges that may have been dismissed as a part of a plea agreement will be reinstated and will also be set for trial;

(5) that if the defendant is indigent, a copy of the transcript of the proceedings at the time of the defendant's plea of guilty and sentence will be provided without cost to the defendant and counsel will be appointed to assist the defendant with the preparation of the motions; and

(6) that in any appeal taken from the judgment on the plea of guilty any issue or claim of error not raised in the motion to reconsider the sentence or to vacate the judgment and to withdraw the plea of guilty shall be deemed waived.

For the purposes of this rule, a negotiated plea is one in which the prosecution has bound itself to recommend a specific sentence, or a specific range of sentence, or where the prosecution has made concessions relating to the sentence to be imposed and not merely to the charge or charges then pending.

**(c) On Judgment and Sentence Entered on a Negotiated Plea of Guilty.** In all cases in which a judgment is entered upon a negotiated plea of guilty, at the time of imposing sentence, the trial court shall advise the defendant substantially as follows:

(1) that the defendant has a right to appeal;

(2) that prior to taking an appeal the defendant must file in the trial court, within 30 days of the date on which sentence is imposed, a written motion asking to have the judgment vacated and for leave to withdraw the plea of guilty, setting forth the grounds for the motion;

(3) that if the motion is allowed, the plea of guilty, sentence and judgment will be vacated and a trial date will be set on the charges to which the plea of guilty was made;

(4) that upon the request of the State any charges that may have been dismissed as a part of a plea agreement will be reinstated and will also be set for trial;

(5) that if the defendant is indigent, a copy of the transcript of the proceedings at the time of the defendant's plea of guilty and sentence will be provided without cost to the defendant and counsel will be appointed to assist the defendant with the preparation of the motions; and

(6) that in any appeal taken from the judgment on the plea of guilty any issue or claim of error not raised in the motion to vacate the judgment and to withdraw the plea of guilty shall be deemed waived.

For the purposes of this rule, a negotiated plea is one in which the prosecution has bound itself to recommend a specific sentence, or a specific range of sentence, or where the prosecution has made concessions relating to the sentence to be imposed and not merely to the charge or charges then pending.

**(d) On Entry of an Order Imposing Conditions of Pretrial Release, Granting a Petition to Deny Pretrial Release, or Revoking Pretrial Release.** In all cases in which an order is issued imposing conditions of pretrial release, granting the State's petition to deny pretrial release, or revoking a defendant's pretrial release under article 110 of the Code of Criminal Procedure of 1963:

(1) at the time of issuing the order, the circuit court shall advise the defendant substantially as follows: that defendant has a right to file a motion for relief from the court's order and also that the court will revisit the order of detention or the condition of pretrial release at each

subsequent court appearance, regardless of whether a motion for relief is filed; and

(2) at the time of its ruling on the defendant's motion for relief under Rule 604(h)(2), the circuit court shall advise the defendant substantially as follows:

(A) that the defendant has a right to appeal at any time before conviction and, if indigent, to be furnished, without cost to the defendant, with a transcript or audiovisual communication or other electronic recording of the proceedings of the hearing;

(B) that the defendant, if indigent, has the right to have counsel appointed on appeal.

Amended June 22, 1967, effective June 23, 1967; amended June 26, 1970, effective September 1, 1970; amended effective July 1, 1971, September 1, 1974, and July 1, 1975; amended April 1, 1992, effective August 1, 1992; amended October 5, 2000, effective November 1, 2000; amended October 1, 2001, effective immediately; amended Dec. 23, 2022, eff. Sept. 18, 2023; amended Dec. 7, 2023, eff. immediately; amended Mar. 15, 2024, eff. Apr. 15, 2024; amended Sept. 24, 2025, eff. Jan. 1, 2026.

Committee Comments

(Revised July 1, 1975)

This rule is derived from former Rule 27(6), as it existed before 1967, which in turn was derived from section 121-4(c) of the Code of Criminal Procedure. In 1967 the requirement that the stenographic transcript of the court's advice to the defendant and the defendant's answers be filed as a part of the common-law record was transferred to Rule 401, and the last sentence of the former rule was transferred to Rule 606(a).

This rule was amended in June, 1970, to add the last sentence, which requires the trial court to advise the defendant of the time within which his notice of appeal must be filed in order to preserve his right to appeal. See Rule 651(b) for a comparable provision.

The 1971 amendments remove the requirement that the court advise of their various rights defendants who plead guilty. They also extended the requirement that the advice be given in all cases, including misdemeanor cases, in which the defendant was convicted of an offense punishable by imprisonment for more than six months. In thus extending the requirement these amendments conformed the rule to the provisions of Rule 607, as amended the same year, dealing with the rights of indigents to appointed counsel and a report of proceedings. (See Committee Comments to that rule.) In 1974, Rule 607 was again amended to provide for a free transcript in all cases in which the defendant has been convicted and sentenced. Under the amended rule, however, the right to appointment of counsel is limited to cases in which the offense was a felony or a Class A misdemeanor, or in which the sentence involves some imprisonment, whether imposed as a sentence or as a condition to a sentence of probation or conditional discharge. This rule was again amended to conform its provisions with those of Rule 607. The language of both rules was changed to conform with the language of the Unified Code of Corrections.

In 1975, Rule 604(d) was added to provide that before appealing a judgment and sentence entered on a plea of guilty, the defendant must move in the trial court for vacation of the judgment and to withdraw the plea of guilty. Rule 605 was amended to designate the matter then contained in the rule as paragraph (a), and to add new paragraph (b), providing that on imposition of sentence

the defendant shall be advised of the requirements of Rule 604(d).

**Amended Rule 606**

**Rule 606. Perfection of Appeal.**

**(a) How Perfected.** ~~Appeals shall be perfected by filing a~~ A notice of appeal must be filed with the trial court clerk to perfect the appeal. ~~of the trial court. The~~ This notice may be signed by either the appellant or his or her attorney. ~~Except as provided in Rule 604(h), if~~ If the defendant does not have an attorney and, when advised of the right to appeal, the defendant requests in open court ~~at the time he or she is advised of the right to appeal~~ or later in writing that the defendant wishes to appeal, the clerk of the trial court ~~shall~~ must forthwith prepare, sign, and file ~~forthwith~~ a notice of appeal for the defendant, except as provided in Rule 604(h). Other than filing the notice of appeal, no other steps to finalize the appeal are required for jurisdiction. ~~No step in the perfection of the appeal other than the filing of the notice of appeal is jurisdictional.~~

**(b) Time.** Except as provided in Rule 604(d) and 604(h), the notice of appeal must be filed with the clerk of the circuit court within 30 days after the entry of the final judgment appealed from or if a motion directed against the judgment is timely filed, within 30 days after the entry of the order disposing of the motion. A notice of appeal filed after the court announces a decision, but before the entry of the judgment or order, is treated as filed on the date of and after the entry of the judgment order.

When a timely posttrial or postsentencing motion directed against the judgment has been filed by counsel or by defendant, if not represented by counsel, any notice of appeal filed before the entry of the order disposing of all pending postjudgment motions shall have no effect and shall be stricken by the trial court.

Upon striking the notice of appeal, the trial court shall forward to the appellate court within 5 days a copy of the order striking the notice of appeal, showing by whom it was filed and the date on which it was filed. This rule applies whether the timely postjudgment motion was filed before or after the date on which the notice of appeal was filed.

A new notice of appeal must be filed within 30 days following the entry of the order disposing of all timely postjudgment motions. Within 5 days of its being so filed a copy of the notice of appeal or an amendment of the notice of appeal shall be transmitted by the clerk of the circuit court to the clerk of the court to which the appeal is taken. Except as provided in paragraph (c) below, and in Rule 604(d), no appeal may be taken from a trial court to a reviewing court after the expiration of 30 days from the entry of the order or judgment from which the appeal is taken. The clerk of the appellate court shall notify any party whose appeal has been dismissed under this rule.

**(c) Extension of Time in Certain Circumstances**. Except as provided in Rule 604(h), on motion supported by a showing of reasonable excuse for failing to file a notice of appeal on time filed in the reviewing court within 30 days of the expiration of the time for filing the notice of appeal, or on motion supported by a showing by affidavit that there is merit to the appeal and that the failure to file a notice of appeal on time was not due to appellant's culpable negligence, filed in the reviewing court within six months of the expiration of the time for filing the notice of appeal, in either case accompanied by the proposed notice of appeal, the reviewing court may grant leave

to appeal and order the clerk to transmit the notice of appeal to the trial court for filing. However, when the appellant is filing the motion *pro se* from a correctional institution, the appellant may submit, in lieu of the affidavit referred to herein, a certification as provided in section 1-109 of the Code of Civil Procedure (735 ILCS 5/1-109).

**(d) Forms of Notice of Appeal.** A notice of appeal must be prepared by using, or closely following, the format and content of the appropriate form in the Article VI Forms Appendix. A notice of appeal may be amended as provided in Rule 303(b)(5), except as stated in Rule 604(h). ~~The notices of appeal under article 110 of the Code of Criminal Procedure of 1963 when the defendant is the appellant or the State is the appellant shall be prepared by using, or substantially adopting the appearance and content of, the forms provided in the Article VI Forms Appendix. In all other cases, the notice of appeal shall be prepared by utilizing, or substantially adopting the appearance and content of, the form provided in the Article VI Forms Appendix. Except as provided in Rule 604(h), the notice of appeal may be amended as provided in Rule 303(b)(5).~~

**(e) Notice of Appeal to be Sent by Clerk.**

(1) *When Defendant Is Appellant and Action Is Prosecuted by the State.* When the defendant is the appellant and the action was prosecuted by the State, the clerk shall send the notice of appeal to the State's Attorney of the county in which the judgment was entered.

(2) *When Defendant Is Appellant and the Action Is Prosecuted by a Governmental Entity Other Than the State.* If the defendant is the appellant and the action was prosecuted by a governmental entity other than the State for the violation of an ordinance, the notice of appeal shall be sent to the chief legal officer of the entity (*e.g.*, corporation counsel, city attorney), or if his name and address do not appear of record, then to the chief administrative officer of the entity at his official address.

(3) *When the Prosecuting Entity Is the Appellant.* When the State or other prosecuting entity is the appellant, the notice of appeal shall be sent to the defendant and to his counsel.

**(f) Docketing.** Upon receipt of the notice of appeal transmitted to the reviewing court pursuant to paragraph (a) of this rule, or the entry of an order granting a motion for leave to appeal under paragraph (c) of this rule, the clerk of the reviewing court shall enter the appeal upon the docket.

**(g) Docketing Statement; Filing Fee.** Within 14 days after the filing of the notice of appeal and pursuant to notice to the appellee's attorney, except as provided in Rule 604(h), the party filing the notice of appeal shall file with the clerk of the reviewing court a docketing statement, together with proof of service thereof, and the filing fee as required by Rule 313. The docketing statement shall be prepared by utilizing, or substantially adopting the appearance and content of, the form provided in the Article VI Forms Appendix.

Amended October 21, 1969, effective January 1, 1970; amended effective July 1, 1971, July 1, 1975, and February 17, 1977; amended July 15, 1979, effective October 15, 1979; amended April 27, 1984, effective July 1, 1984; amended August 27, 1999, effective immediately; amended October 22, 1999, effective December 1, 1999; amended December 13, 2005, effective immediately; amended July 27, 2006, effective September 1, 2006; amended March 20, 2009, effective immediately; amended Dec. 12, 2012, eff. Jan. 1, 2013; amended Feb. 6, 2013, eff. immediately; amended Dec. 11, 2014, eff.

immediately; amended June 22, 2017, eff. July 1, 2017; amended Mar. 12, 2021, eff. immediately; amended Dec. 23, 2022, eff. Sept. 18, 2023; amended Oct. 19, 2023, eff. immediately; amended Dec. 7, 2023, eff. immediately; amended Mar. 15, 2024, eff. Apr. 15, 2024; amended Sept. 24, 2025, eff. Jan. 1, 2026.

Committee Comments
(Jan. 1, 2026)

When counsel represents a defendant, counsel is responsible for preparing and filing a notice of appeal, and there is no need for the clerk to do so.

**Corrected Rule 706**

**Rule 706. Filing Deadlines and Fees of Registrants and Applicants**

**(a) Character and Fitness Registration.** Character and fitness registration applications filed with applications to take the bar examination shall be accompanied by a registration fee of $550~~450~~.

**(b) Applications to Take the Bar Examination.** The fees and deadlines for filing applications to take the February bar examination are as follows:

(1) $650 for applications submitted on or before the regular filing deadline of September 15 preceding the examination;

(2) $925 for applications submitted after September 15 but on or before the late filing deadline of November 1; and

(3) $1325 for applications submitted after November 1 but on or before the final late filing deadline of November 30.

The fees and deadlines for filing applications to take the July bar examination are as follows:

(1) $650 for applications submitted on or before the regular filing deadline of February 15 preceding the examination;

(2) $925 for applications submitted after February 15 but on or before the late filing deadline of April 1; and

(3) $1325 for applications submitted after April 1 but on or before the final late filing deadline of April 30.

**(c) Applications for Reexamination.** The fees and deadlines for filing applications for reexamination at a February bar examination are as follows:

(1) $650 for applications submitted on or before the regular reexamination filing deadline of November 1;

(2) $1125 for applications submitted after November 1 but on or before the final late filing deadline of November 30.

The fee and deadline for filing applications for reexamination at a July bar examination are $650 for applications submitted on or before April 30.

**(d) Late Applications.** The Board of Admissions to the Bar shall not consider requests for late filing of applications after the final bar examination filing deadlines set forth in the preceding

subparagraphs (b) and (c).

**(e) Applications for Admission on Motion under Rule 705.** Each applicant for admission to the bar on motion under Rule 705 shall pay a total fee of $1500, comprising a fee of $150 upon submission of an applicant's Preliminary Questionnaire on the form prescribed by the Board of Admissions to the Bar for preliminary evaluation of whether an applicant is qualified to apply for admission under Rule 705 and a fee of $1350 due upon submission of an application for admission under Rule 705. An applicant whose Preliminary Questionnaire does not establish that the applicant is qualified to apply for admission under Rule 705 shall submit a new Preliminary Questionnaire upon reapplication for admission under Rule 705 and pay an additional $150 fee.

**(f) Applications for Admission by Transferred Uniform Bar Examination Score Under Rule 704A.** Each applicant for admission to the bar by transferred UBE score under Rule 704A shall pay a fee of $1500.

**(g) Application for Limited Admission as House Counsel.** Each applicant for limited admission to the bar as house counsel under Rule 716 shall pay a fee of $1500. For applications submitted more than 90 days after the commencement of employment as house counsel in Illinois, after submitting the application, the applicant must petition to the Supreme Court for waiver of the 90-day period specified in Rule 716(*l*). If said petition is granted, the following late fees shall apply, in addition to the $1500 application fee, unless the Court imposes a lesser late fee for good cause shown:

(1) For applications submitted between 91 days and one year after the commencement of employment as house counsel in Illinois, the applicant shall pay an additional $1500 late fee.

(2) For applications submitted more than one year after the commencement of employment as house counsel in Illinois, the late fee shall be an additional $1500 as specified in the preceding subparagraph (g)(1) for the first year, plus an additional $500 for each additional year or part thereof.

**(h) Application for Limited Admission as a Lawyer for Legal Service Programs.** Each applicant for limited admission to the bar as a lawyer for legal service programs under Rule 717 shall pay a fee of $100.

**(i) Recertification Fee.** Each applicant for Character and Fitness recertification shall pay a fee of $450.

**(j) Miscellaneous Fees.** Each applicant shall pay a fee of $25 per request for the following documents and/or services:

(1) For applicants who are unsuccessful in passing a particular administration of the bar examination, provision of a copy of the applicant's essay answers for that administration of the bar examination and a set of sample passing answers;

(2) Provision to the applicant of a copy of the applicant's application for admission to the bar under any of these Rules or any documents associated with that application;

(3) Transferring an applicant's score on the Multistate Bar Examination or Multistate Professional Responsibility Examination to another jurisdiction; or

(4) Provision of a letter to another jurisdiction or other third party, stating that an applicant

has passed a particular administration of the bar examination in Illinois.

**(k) Payment of Fees.** All fees are nonrefundable and shall be paid in advance by credit or debit card, certified check, cashier's check, or money order payable to the Board of Admissions to the Bar. Payments by credit card shall be subject to a convenience fee commensurate with the fees charged to the Board for the processing of such credit card payments. Fees of an applicant who does not appear for an examination shall not be transferred to a succeeding examination.

**(l) Fees to be Held by Treasurer.** All fees paid to the Board of Admissions to the Bar shall be held by the Board treasurer, subject to the order of the Court.

Amended January 30, 1975, effective March 1, 1975; amended October 1, 1982, effective October 1, 1982; amended June 12, 1992, effective July 1, 1992; amended July 1, 1998, effective immediately; amended July 6, 2000, effective August 1, 2000; amended December 6, 2001, effective immediately; amended February 11, 2004, effective July 1, 2004; amended October 1, 2010, effective January 1, 2011; amended January 10, 2012, effective immediately; amended Nov. 26, 2013, effective Jan. 1, 2014; amended February 10, 2014, effective immediately; amended May 26, 2016, effective July 1, 2016; amended June 22, 2017, eff. July 1, 2017; amended June 8, 2018, eff. Jan. 1, 2019; amended Dec. 22, 2022, eff. Jan. 1, 2023; amended Jan. 26, 2023, eff. immediately; amended May 29, 2025, eff. immediately; amended June 6, 2025, eff. Jan. 1, 2026; corrected Sept. 24, 2025, eff. Jan. 1, 2026.