
CLERK OF THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
CRIMINAL DEPARTMENT

“FREQUENTLY ASKED QUESTIONS”

(Q) 1. How do I find out my next court date?

(A) You may find out your next court date by providing our office with your name(s), alias(s), date of birth, year of arrest(s), and charge(s). We will be able to locate the customer’s case(s) with this information.

(Q) 2. If I am late or if I miss my court date, how do I reschedule my court date?

(A) You may reschedule your court date by filing a motion. If the case is still pending, you may file a motion in the Criminal Branch Court locations on the same day with the Court Clerks on duty. Otherwise, you may file in the Clerk’s Office located in Daley Center, Room 1006 for both inactive and pending cases.

(Q) 3. How do I process my bond and how long does it take to get my bond refund check in the mail?

(A) If you did not surrender your bond slip in the courtroom, you may bring the bond slip or the bond number(s), to the Daley Center, Room 1006. A receipt of the transaction will be provided to you for your records.

Normally, the processing period is 21 business days (excluding weekends and holidays) from the date when the bond is presented to the Clerk’s Office. Refund checks are mailed to the address indicated on the bail bond form.

(Q) 4. How do I change the address for my bond refund?

(A) A valid piece of identification and a piece of mail indicating the address where you wish to have the bond check sent is required. Our office will complete a change of address affidavit at the Daley Center, Room 1006 based upon the information provided.

(Q) 5. How can I find out if I have an outstanding warrant?

(A) If you provide your name or case number we can conduct a search of our system.

(Q) 6. Can I get a certified disposition of my case?

(A) Yes. Our office needs your name(s), alias(s), date of birth, year of arrest(s), and charges to search for the appropriate case(s). Our Office provides dispositions for Chicago cases only. If your case occurred in one of the suburban districts in Cook County, you must contact or visit that particular suburban district (District 2 through 6) to obtain case dispositions.

(Q) 7. How much does a certified disposition cost?

(A) Each certified disposition costs \$9.00.

(Q) 8. How can I do a background check on an individual?

(A) The Clerk of the Circuit Court is the keeper of court records. The Clerk’s Office maintains a name index that may be searched for public records. You may utilize our public access computers in order to perform a search of the name index. The Clerk of the Circuit Court does not provide background check services.