

THE HONORABLE DOROTHY BROWN  
CLERK OF THE CIRCUIT COURT OF COOK COUNTY

NEW SERVICE

CLERK'S OFFICE GLOBAL FILING

BEGINNING OCTOBER 3, 2005

FILE ANYWHERE

(Except as indicated below\*)

To further enhance customer service in Districts 1-6 , customers may now file Civil type cases within any of the Civil family divisions: which consist of the *Civil Division* (Room 602, Daley Center), the *Law Division* (room 801, Daley Center), the *Chancery Division*

(Room 802 North Daley Center) the *Probate Division* (Room 1202, North Daley Center) and the *Domestic Relations Division* (Room 802, South Daley Center). Customers may also file Civil type cases in the Civil Departments of the *Suburban District Courthouses*.

The County and Child Support Divisions are not participating at this time.

*Criminal and Traffic minor fines will be accepted at any of the Criminal or Traffic locations: 26<sup>th</sup> St. and California, Daley Center – Room 1006, and the Suburban District Courthouses.*

Criminal or Traffic Filings, however, will only be accepted in their specific divisions.

- Customers are limited to only 7 filings a day at the cashier window when filing outside of the relevant Division.
  - Bulk Filings: District 1 divisions will only accept Bulk Filings for their specific Division.
  - Separate checks are required for each filing per Area of Law.

**\*EXCEPTIONS**

**These filings will only be accepted in the stated Divisions.**

CHANCERY

- Administrative Review Complaint
- Injunction (Emergency Only)
- Out-of-County Transfer
- Court Order Deposit
- Mortgage Foreclosure

CIVIL

- Pro Se (Cashier for windows Code 1243)
- Out-of-County Transfer
- Court Order Deposit

DOMESTIC RELATIONS

- Joint Simplified Petition for Dissolution
- Foreign Judgment
- Out-of-County Transfer
- Court Order Deposit

LAW

- Confession of Judgment
- Administrative Review/Worker's Comp
- Out-of-County Transfer
- Court Order Deposit

PROBATE

- Certified Copy of Letter of Office
- Voluntary Filing/Recording
- Change of Venue in Cook County
- Administration of Estate-Missing Person
- Exemption
- Passport Services
- Passport Photos
- Out-of-County Transfer
- Transcript of Judgment
- File Transfer to another Jurisdiction
- Will Transfer to another Jurisdiction
- Court Order Deposit
- Enforcement of a contract to make a Will
- Domestic Foreign Will admitted to Probate Administration
- Letters of Office issued for a particular purpose without administration
- Proceedings involving Testamentary Trusts or the Appointment of Testamentary
- Petition or Supplemental proceedings based on an action seeking Equitable Relief including the construction contest of a Will

Forms are available within the specific Division or can be obtained online at [www.cookcountyclerkofcourt.org](http://www.cookcountyclerkofcourt.org)