

**IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS**

|                         |  |                |
|-------------------------|--|----------------|
|                         |  | Plaintiff(s)   |
| vs.                     |  |                |
|                         |  | Defendant(s)   |
| and                     |  | Case No. _____ |
| PLEASE SERVE            |  |                |
|                         |  |                |
|                         |  |                |
| Respondent in Discovery |  |                |

**SUMMONS FOR DISCOVERY**

To Respondent in Discovery:

YOU ARE HEREBY NOTIFIED that on \_\_\_\_\_, a complaint, a copy of which is attached was filed in the above, Court naming you as a Respondent in Discovery. Pursuant to the Illinois Code of Civil Procedure Section 735 ILCS 5/2-402 and Supreme Court Rules

201 et. seq., and/or Court Order entered on \_\_\_\_\_, the above named Plaintiff(s) are authorized to proceed with the discovery of the named Respondent(s) in Discovery.

YOU ARE SUMMONED AND COMMANDED to appear for deposition, before a notary public (answer the attached written interrogatories), (respond to the attached request to produce), (or other appropriate discovery tool).

We are scheduled to take the oral discovery deposition of the above named

Respondent, \_\_\_\_\_ on \_\_\_\_\_, at the hour of \_\_\_\_\_ AM PM, at the office \_\_\_\_\_,

Illinois, in accordance with the rules and provisions of this Court. Witness and mileage fees in the amount

of \$ \_\_\_\_\_ are attached (or) (serve the following interrogatories, request to produce, or other appropriate discovery tool upon Respondent, \_\_\_\_\_ to be answered

under oath by Respondent, \_\_\_\_\_ and delivered to the office

of \_\_\_\_\_, Illinois, within 28 days from date of service).

**Iris Y. Martinez, Clerk of the Circuit Court of Cook County, Illinois**  
**cookcountyclerkofcourt.org**

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.

TO THE OFFICER/SPECIAL PROCESS SERVER:

This summons must be returned by the officer or other person to whom it was given for service, with endorsement or affidavit of service and fees and an endorsement or affidavit of payment to the Respondent of witness and mileage fees, if any, immediately after service. If service cannot be made, this summons shall be returned so endorsed.

Date of Service \_\_\_\_\_  
(To be inserted by officer on copy left with Respondent or other person.)

Atty. No.: \_\_\_\_\_

Dated: \_\_\_\_\_

Name: \_\_\_\_\_

Witness: \_\_\_\_\_

Atty. for: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Primary Email: \_\_\_\_\_