

COUNTY OF COOK, ILLINOIS
DEPARTMENT OF ADMINISTRATIVE HEARINGS

COUNTY OF COOK, an Illinois County)	Citation #'s _____
Petitioner,)	
v.)	_____
_____)	_____
_____)	_____
_____)	
_____)	Issuing County
Respondent)	Department: _____

Motion to Set-Aside the Default Judgment

NOW COMES, the above named Respondent or Respondent's Representative, and asks this Administrative Body to Set-Aside the Default Judgment entered on _____(date) against the Respondent in regards to the above captioned matter(s). The Motion to Set-Aside the Default Judgment is based upon one or more of the following:

(Check all that apply)

- Respondent did not receive notice of the hearing.
- Respondent paid the fine prior to the hearing and ask that any applicable penalty(ies) be waived.
- Respondent did receive notice of the hearing, but was unable to attend or send a Representative for the following reasons:

Date: _____

Signature of Respondent or Respondent's Representative

Respondent's Address, City, State, Zip

Respondent's Phone Number

Do Not Write Below This Line

The Respondent's Petition to Set-Aside a default order is scheduled to be heard _____, at _____:_____ AM / PM 118 N. Clark St., Room 1140, Chicago, Illinois, 60602.

If the Petition is granted, an immediate hearing on the underlying citation may commence without a continuance. Please bring with you all relevant evidence.