



# Cook County Court Re-opening Frequently Asked Questions

## How can I find out the date, time and location of my next court hearing?

The Clerk of Court offers several ways for individuals to learn their next court dates, including by text message, email, and telephone voice message for civil case types and criminal cases; via the free app, Court Clerk Mobile Connect, and by online case search at [www.cookcountyclerkofcourt.org](http://www.cookcountyclerkofcourt.org) for civil case types only, and Illinois licensed attorneys can use the CCC Attorney Portal to search criminal case information. Get a complete listing of text numbers and email addresses for obtaining next court dates at [www.cookcountyclerkofcourt.org](http://www.cookcountyclerkofcourt.org). See attached flyers for text message information and opting into the Automated Court Reminder System (ACRS) for felony cases only.

## What is the best way to contact the Clerk's Office with questions?

Currently, the quickest way to get questions answered by the Clerk's Office is to send an email to the appropriate division, department or district for your case. You may also call the appropriate division, department or district for your case. A complete list of Clerk's Office email addresses and telephone numbers by area is available on the website: [www.cookcountyclerkofcourt.org](http://www.cookcountyclerkofcourt.org). For general information, call (312) 603-5030.

## How can I get copies of my court documents?

To get copies of your court documents, email the specific division, department or district to request document copies by email; or email the specific area to make an appointment to retrieve copies of court documents in-person. Copy fees will apply.

## What happens if I miss my court hearing due to COVID-19 issues?

If you or someone in your household has been recently diagnosed with, exposed to or experienced any COVID-19 related symptoms such as fever, chills or loss of appetite, please do not come to court even if you have a scheduled in-person hearing. You should immediately notify your attorney, or the Clerk of the Circuit Court if you are a self-represented litigant, that you are unable to appear. Your attorney may request that your hearing be conducted via videoconferencing or rescheduled. If you come to court while exhibiting symptoms, you will be denied entry if you do not pass the wellness screening.

# Frequently Asked Questions

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## When will the courthouses be open to the public?

Effective July 6, 2020, the circuit court will begin hearing all matters in all Districts and Divisions of the court with the exception of jury trials; while the Circuit Court of Cook County will begin conducting more court proceedings on July 6, most matters will continue to be held remotely via videoconference.

Misdemeanor and felony bail hearings and reviews of bail determinations will continue to be held via videoconference.

In civil cases, matters may proceed except for jury trials. However, matters involving evictions will not be heard through July 31 and until further order. Eviction matters may proceed if there are allegations involving the health and safety of other tenants; an immediate and severe risk to property; or a violation of any applicable building code, health ordinance or similar regulation. In mortgage-foreclosure matters, no final judgments and executions of judgments shall be entered before July 31.

## Will I have to report to the courthouse in-person for my upcoming court hearing?

As the Circuit Court of Cook County resumes in-person court operations on July 6, 2020, judges will continue to conduct most cases via videoconference to limit the number of individuals in court facilities during COVID-19. All litigants should consult with their legal counsel or the Clerk of the Circuit Court for information about whether to appear in-person or instructions for participating in virtual court proceedings when approved by the Circuit Court.

In accordance with Illinois Supreme Court Rule 45 (effective May 22, 2020), unless otherwise ordered by the judge presiding for good cause, all attorneys and self-represented litigants shall be permitted to participate by videoconference from a location of their choosing; self-represented litigants in the Sheriff's custody shall be provided access to court proceedings by videoconference or in-person, as ordered by the judge presiding.

## Can I pay filing fees or court fines remotely?

Yes, the Clerk's Office accepts payment of fees and fines via pay-by-phone. Instructions on how to pay by phone is available on the Clerk's Office website at [www.cookcountyclerkofcourt.org](http://www.cookcountyclerkofcourt.org).

# Frequently Asked Questions

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## How can I initiate a civil type court case or file documents in my existing case, remotely?

The Clerk's Office provides Electronic Filing (eFiling) services for initiating a civil case or to file documents on an existing case, remotely. Go "E-File Your Case" at <http://www.cookcountyclerkofcourt.org/NewWebsite/efile-Information-Portal.aspx>. Call (312) 603-HELP (4357) or email: [eFilehelp@cookcountycourt.com](mailto:eFilehelp@cookcountycourt.com) for assistance with eFiling.

## What happens if I miss my court hearing due to COVID-19 issues?

If you or someone in your household has been recently diagnosed with, exposed to or experienced any COVID-19 related symptoms such as fever, chills or loss of appetite, please do not come to court even if you have a scheduled in-person hearing. You should immediately notify your attorney, or the Clerk of the Circuit Court if you are a self-represented litigant, that you are unable to appear. Your attorney may request that your hearing be conducted via videoconferencing or rescheduled. If you come to court while exhibiting symptoms, you will be denied entry if you do not pass the wellness screening.

## What type of precautions are being taken to protect people reporting to courthouses?

In courthouses and courtrooms, everybody is required to wear a facial covering and maintain physical distancing. Temperature checks will be conducted, and nobody will be permitted to enter a courthouse with a temperature of 100.4 or higher. People traveling to court should plan on allowing additional time for entry into the building. Courtrooms will be equipped with plexiglass barriers on the bench and decals indicating where individuals should stand and sit. Courthouses will have signs describing and directing physical distancing.

All persons must wear masks or other face coverings in the courthouse including while in the courtrooms. Participants will not be required to wear masks or other face coverings while speaking on the record, and sign language interpreters shall not be required to wear masks while interpreting.

# Frequently Asked Questions

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## What happens if I am stopped from entering a courthouse because I was detected to have symptoms?

The Sheriff's Office will deny entry to anyone who does not pass the wellness screening, wear a face covering or follow the required entry procedures.

All individuals who are denied entry to a court facility will be provided a denial receipt with the facility name, phone numbers to call for further assistance and reason for denial. Anyone who receives a denial receipt should keep it for their records. If a litigant is denied entry to a court facility, the Sheriff's Office will send the litigant's name to the courtroom where they were scheduled to appear, and their presence will be excused. All litigants who are denied entry to a court facility should immediately follow up with their attorney. Self-represented litigants should call the Clerk of the Circuit Court to confirm their next court date. The Clerk of the Circuit Court's Office will also send a postcard to the litigant's address with the rescheduled court date information. Employees who are denied entry should follow up with their work location as soon as possible and submit their denial receipt if requested by their manager or supervisor.

## Wellness Screening Questions

1. **COUGH?** Have you developed a NEW cough recently?
2. **FEVER?** Do you feel feverish or have chills?
3. **BREATHING?** Have you been experiencing NEW difficulty breathing or a shortness of breath?
4. **PAIN?** Are you experiencing NEW muscle aches?
5. **TASTE OR SMELL?** Have you noticed a NEW loss of taste or loss of smell recently?
6. **SORE THROAT?** Have you recently developed a NEW sore throat?
7. **TESTED POSITIVE?** Have you tested positive for COVID-19 in the last 14 days?
8. **CLOSE CONTACT?** To the best of your knowledge, within the last 14 days, have you come into close contact with anyone who has tested positive for COVID-19?

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**Prepared by**  
**Cook County Court Re-Opening Committee**  
Chief Judge of Cook County Circuit Court  
Clerk of the Circuit Court  
Cook County Board President  
Law Office of the Public Defender  
State's Attorney  
Cook County Sheriff's Office

# Signage



**Help STOP cross-contamination.**



# Clerk of the Circuit Court Flyer



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

## **ATTENTION** **GET YOUR COURT DATE** **BY TEXT OR EMAIL**



SEND A TEXT MESSAGE to one of the phone numbers listed below for the appropriate division, district or department to request your next court date. Text your case number, or, if you do not have your case number, text the Plaintiff or Defendant's name for civil case types, or the Defendant's name and birthdate for a criminal case.

SEND AN EMAIL MESSAGE to the email address listed below for the appropriate division, district or department to request your next court date. Email your case number, or, if you do not have your case number, email the Plaintiff or Defendant's name for civil case types, or the Defendant's name and birthdate for a criminal case.

### **CHANCERY DIVISION**

TEXT: (773) 350-3162 or (773) 350-3163

EMAIL:

ChanCourtDate@cookcountycourt.com

### **CIVIL DIVISION**

TEXT: (773) 350-2601 or (773) 350-2602  
or (773) 350-3205

EMAIL: CivCourtDate@cookcountycourt.com

### **CHILD PROTECTION/ JUVENILE JUSTICE DIVISION**

TEXT: (773) 350-3175 or (773) 350-3174

EMAIL: CPJJCourtDate@cookcountycourt.com

### **COUNTY DIVISION**

TEXT: (773) 350-3154 or (773) 350-3153

EMAIL: CntyCourtDate@cookcountycourt.com

### **CRIMINAL DIVISION**

TEXT: (773) 350-3166 or (773) 350-3167

EMAIL:

CrimFelCourtDate@cookcountycourt.com

### **CRIMINAL DEPARTMENT**

TEXT: (773) 350-3171 or (773) 350-3172

EMAIL:

CrimMisdCourtDate@cookcountycourt.com

### **DOMESTIC RELATIONS/ CHILD SUPPORT DIVISION**

TEXT: (773) 350-3160 or (773) 350-3161  
or (773) 350-3207

EMAIL: DRCourtDate@cookcountycourt.com  
OR: ChildSupCourtDate@cookcountycourt.com

### **DOMESTIC VIOLENCE**

TEXT: (773) 350-3202 or (773) 350-3206

EMAIL: DVCourtDate@cookcountycourt.com

### **LAW DIVISION**

TEXT: (773) 350-3165 or (773) 350-3164

EMAIL:

LawCourtDate@cookcountycourt.com

### **PROBATE DIVISION**

TEXT: (773) 350-3159 or (773) 350-3155

EMAIL:

ProbCourtDate@cookcountycourt.com

### **TRAFFIC DIVISION (CHICAGO CASES ONLY)**

TEXT: (773) 350-3149 or (773) 350-2614

EMAIL:

TrafCourtDate@cookcountycourt.com

### **ALL SUBURBAN CASE TYPES DISTRICT 2 - SKOKIE**

TEXT: (773) 350-3177 or (773) 350-3176

EMAIL: D2CourtDate@cookcountycourt.com

### **DISTRICT 3 - ROLLING MEADOWS**

TEXT: (773) 350-3182 or (773) 350-3181

EMAIL: D3CourtDate@cookcountycourt.com

### **DISTRICT 4 - MAYWOOD**

TEXT: (773) 350-3183 or (773) 350-3189

EMAIL: D4CourtDate@cookcountycourt.com

### **DISTRICT 5 - BRIDGEVIEW**

TEXT: (773) 350-3191 or (773) 350-3190

EMAIL: D5CourtDate@cookcountycourt.com

### **DISTRICT 6 - MARKHAM**

TEXT: (773) 350-3201 or (773) 350-3200

EMAIL: D6CourtDate@cookcountycourt.com

GENERAL INFO, CALL (312) 603-5030  
**COOKCOUNTYCLERKOF COURT.ORG**

Postponement of many criminal and civil cases in the Circuit Court of Cook County extended beyond July 6.  
For more information, visit Cook County Circuit Court website: [www.cookcountycourt.org](http://www.cookcountycourt.org)



# Court Reminder System

## COOK COUNTY COURT REMINDER SYSTEM



**UPCOMING COURT DATE?**

**GIVE YOUR PHONE NUMBER TO YOUR  
ATTORNEY, POLICE DEPARTMENT STAFF,  
OR PRETRIAL SERVICE OFFICER TO  
RECEIVE VOICE AND/OR TEXT MESSAGE**

**REMINDERS OF:**

- ✓ **COURT DATE**
- ✓ **COURT TIME**
- ✓ **COURT LOCATION**



**OR VISIT OUR WEBSITE TO REGISTER YOURSELF:**

**<https://courtreceiver.cookcountyil.gov>**

**\*\*\* The SERVICE IS FREE, although message rates may apply.**

# Court Reminder System

## Sistema Recordatorio de la Corte del Condado de Cook

¿Tiene una fecha de corte próxima?

Dé su número de teléfono a su abogado, al personal del Departamento de Policía o al Oficial de Servicios Preliminares para recibir recordatorios de voz y/o mensajes de texto tocante a su próxima:

- ✓ Fecha de corte
- ✓ Tiempo de corte
- ✓ Ubicación de la corte

o visite nuestro sitio de internet para registrarse:

<https://courtreminer.cookcountyl.gov>

\*\*\* Este SERVICIO ES GRATUITO, aunque podrán aplicarse tarifas por los mensajes.

## SYSTEM POWIADOMIEŃ W SADZIE OKREGOWYM POWIATU COOK

MASZ ZBLIŻAJĄCY SIĘ TERMIN  
SPRAWY SĄDOWEJ?

PODAJ SWÓJ NUMER TELEFONU  
TWOJEMU ADWOKATOWI,  
DYŻURNEMU POLICJANTOWI NA  
POSTERUNKU POLICJI, BĄDŹ  
TWOJEMU KURATOROWI SĄDOWEMU,  
ŻEBY OTRZYMYWAĆ WIADOMOŚĆ  
GŁOSOWĄ I/LUB WIADOMOŚĆ SMS  
INFORMUJĄCĄ O:

- ✓ DACIE ROZPRAWY SĄDOWEJ
- ✓ GODZINIE ROZPRAWY SĄDOWEJ
- ✓ ADRESIE SĄDU

MOŻESZ TEŻ SAMODZIELNIE ZAREJESTROWAĆ SIĘ  
NA NASZEJ STRONĘ INTERNETOWEJ :

\*\*\* USŁUGA JEST BEZPŁATNA, ale mogą obowiązywać stawki za połączenie głosowe lub przesyłanie wiadomości sms.