

**IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
COUNTY DEPARTMENT, CHANCERY DIVISION**

GENERAL ADMINISTRATIVE ORDER NO. 2007 - 03

**SUBJECT: STANDING ORDERS FOR APPOINTMENT OF SPECIAL PROCESS
SERVERS IN MORTGAGE FORECLOSURE CASES**

For many years, service of summons in most mortgage foreclosure cases filed in the Chancery Division of the Circuit Court of Cook County has been accomplished through the appointment of special process servers. Due to insufficient resources in personnel, equipment, and technological capabilities, the Sheriff of Cook County has been unable to effectuate service of process promptly and accurately in mortgage foreclosure cases.

As a result, in each mortgage foreclosure case filed in the Chancery Division, where summons is not placed with the Sheriff, a separate Motion for the Appointment of a Special Process Server has been filed and a separate Order Appointing Special Process Server has been signed by the judge to whose calendar the case is assigned. These documents must be stamped, coded, and entered into the Clerk's electronic docket (data entry). The Orders must also be microfilmed.

In the year 2006, mortgage foreclosure filings in the Circuit Court of Cook County increased from 16,494 (2005 filings) to 22,248. Based upon filings for the first five (5) months of the year 2007, it is estimated that mortgage foreclosure filings for the year 2007 will be in excess of 30,000 cases.

Because of the increase in mortgage foreclosure filings and insufficient resources allocated to the Chancery Division's Clerk's Office, the Clerk of the Court has been unable to process promptly Motions for the Appointment of Special Process Servers and Orders Appointing Special Process Servers. Currently there exist delays in processing on every calendar in the Mortgage Foreclosure/Mechanics Lien Section. In at least 25% of cases on every calendar, processing delays for Special Process Server Motions and Orders are in excess of five (5) days. In a significant number of cases it has taken the Clerk's Office between ten (10) and nineteen (19) days to process such papers. Because of the expiration of summonses, these processing delays have created significant problems for plaintiffs' attorneys and their clients. Attempts over the past year to remedy the delays in the Clerk's Office have proved unsuccessful.

