

**IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
COUNTY DEPARTMENT, CHANCERY DIVISION
MORTGAGE FORECLOSURE/MECHANICS LIEN SECTION**

**Standing Order Supplementing General Courtroom Procedures
Calendar 58 – Courtroom 2806 – Associate Judge Darryl B. Simko**

Appearance Required. But for petitions to intervene, no motion may be presented unless an appearance has been filed with the Clerk in Room 802. See 210 Ill. 2d R. 13(c)(1); Cir. Ct. R. 1.4(a).

Filing, Presenting, and Piggy-Backing Motions. Generally, motions must be filed and scheduled for presentment with the Clerk in Room 802. Motions may, however, be presented at previously-set court dates so long as proper notice is given and courtesy copies provided.

Emergency Motions. See *Nagel v. Gerald Dennen & Co.*, 272 Ill. App. 3d 516, 519-20, 650 N.E.2d 547, 550 (1st Dist. 1995), defining emergencies. Movants must submit a copy of any proposed emergency motion to Judge Simko's law clerk ((312) 603-3905) or courtroom clerk no later than 3:30 p.m. of the day before presentment. Movants must provide notice of the motion with the date and time of presentment by a means reasonably calculated to reach the opposing party (such as by facsimile or hand delivery).

Motions to Stay Foreclosure Sales. Generally, motions to stay should include (1) the property address; (2) the date of entry of judgment of foreclosure; (3) the original sale date; and (4) any previous stay. A request for stay pending completion of a third-party sale should be supported by a copy of a signed contract and should include (1) the closing date; (2) any financing commitment; (3) whether the proceeds will satisfy the judgment and, if not, whether the lender has agreed to accept the short sale. A request pending refinancing should inform the Court of information regarding loan qualification and commitment status, including outstanding contingencies.

Motions to Appoint Receivers. Motions should include (1) a copy of the complaint, mortgage, and note; (2) the proposed receiver's résumé or *curriculum vitae*; (3) the receiver's proposed rate of compensation; and (4) a suggested bond amount. The bond must be issued by an approved surety. See Cir. Ct. R. 9.2.

Pro Se Litigants. A non-lawyer who represents himself is a pro se litigant. Pro se litigants must comply with the Illinois Code of Civil Procedure and Illinois Supreme Court Rules as must attorneys. The rules can be found at www.ilga.gov and www.state.il.us/court/SupremeCourt/Rules and are available in published form in the Cook County Law Library on the 29th floor. Pro se litigants are directed to the Chancery Division Help Desk in Room 1303.

Court Reporters. Parties are responsible for court reporting services.