

**IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
DOMESTIC RELATIONS DIVISION**

ADMINISTRATIVE ORDER: 2020 D 5 Amended

SUBJECT: Miscellaneous Procedures in Response to General Administrative Order 2020-01 (as amended March 28, 2020), Amended in Response to General Administrative Order 2020-02

EFFECTIVE IMMEDIATELY IT IS HEREBY ORDERED THAT:

To effectuate the goal of social distancing articulated in General Administrative Order 2020-01 (as amended March 28, 2020) and General Administrative Order 2020-02, the Domestic Relations Division of the Circuit Court of Cook County shall implement the following miscellaneous procedures until further Order of Court.

A. Review of Petitions for Waiver of Court Fees and Costs filed pursuant to Illinois Supreme Court Rule 298

1. A litigant shall submit her Petition for Waiver of Court Fees and Costs via email to court staff of the regularly assigned calendar judge, specifically:
 - i. the Court Coordinator for any judge who maintains an individual calendar, or
 - ii. the Court Coordinator for the applicable judicial team, or
 - iii. the Division Administrator for any judge who does not have a Court Coordinator, or;
 - iv. any other method directed by the judge assigned to the matter.¹
2. The Petition for Waiver of Court Fees and Costs shall be filed with the Clerk of the Circuit Court of Cook County electronically or, for self-represented litigants who qualify for an e-filing exemption, a complete Certification for Exemption from E-Filing shall also be attached to the email to court staff.²

Upon receipt of a Certification for Exemption from E-filing, court staff shall forward the Certification and all attachments to the Clerk of the Circuit Court of Cook County for processing and the Clerk shall accept the same as if they were hand-delivered by the movant.

3. Court staff shall transmit the Petition to the regularly assigned calendar judge.
4. The regularly assigned calendar judge shall then review the Petition and instruct court staff to email the litigant that either:
 - i. Her Petition has been granted,
 - ii. Her Petition has been denied, or
 - iii. She will be expected to appear and testify as to her qualifications for a fee waiver at a time and place designated in the emailed response.
5. Nothing in this paragraph limits the ability of any Judge to hear and determine Petitions for Waiver of Court Fees in-person.

B. Temporary Restraining Orders and Preliminary Injunctions

1. All Temporary Restraining Orders and Preliminary Injunctions scheduled to expire between March 17, 2020 and July 3, 2020 will be extended and returnable 30 days from the originally

¹ A list of contact information for all Court Coordinators and the Division Administrator is attached.

² Available at https://courts.illinois.gov/Forms/approved/efiling_exemption/efiling_waiver_cert.pdf or under the standardized forms menu at www.illinoiscourts.gov.

scheduled court date, unless the 30th day falls on a weekend, in which case it will be continued to the following business day.

2. All Temporary Restraining Orders entered between March 16, 2020 and July 3, 2020 by operation of this Administrative Order are hereby returnable 30 days from the originally scheduled court date, or a date not more than 30 days after July 3, 2020, whichever is later, unless the 30th day falls on a weekend, in which case it will be continued to the following business day.
3. All new requests for Temporary Restraining Orders after July 3, 2020 will be ruled upon based on the pleadings filed and shall be returnable consistent with relevant statutory provisions.
4. Nothing contained in this Paragraph B shall limit the discretion of the assigned judge to override these procedures on a case by case basis.

Dated 2nd day of July 2020. This Order shall be spread upon the records of this Court and published. This Order replaces Administrative Order 2020 D 5 Amended which was entered May 28, 2020.

ENTERED:

S/Grace G. Dickler #1521

HON. GRACE G. DICKLER
Presiding Judge
Domestic Relations Division