

SUPPLEMENTAL PROCEDURES TO THE CALENDAR 59
STANDING ORDER EFFECTIVE
JULY 6, 2020:

Clerk Scheduled Court Dates July 6, 2020- Sept 14, 2020:

All matters set from July 6-Sept. 14, 2020 are currently being screened to determine the nature of the matter before the Court as determined by Circuit Court of Cook County docket. The procedures set forth in this email below are in ADDITION to the procedures set forth in GAO 2020-08.3. **Plaintiffs are discouraged from appearing in person at court:** instead the Court had provided the procedures set forth below in addition to GAO 2020-08.3 in order to handle matters on the call as effectively and efficiently as possible under the circumstances.

NOTE: THE STAY ON MATTERS SET FORTH IN SECTION IV (A)&(C) of GAO 2020-08.3 HAS BEEN EXTENDED TO JULY 31, 2020. AS SUCH, ALL SUCH MATTERS SET BEFORE CALENDAR 59 BETWEEN JULY 6, 2020 AND JULY 31, 2020 SHALL BE CONTINUED BY THE COURT TO A DATE CERTAIN TO BE DETERMINED BY THE COURT.

Submissions to the Court:

Any and all documents required to be submitted to the Court pursuant to the calendar 59 standing order, including but not limited to courtesy copies of motions for default, motions for summary judgment, motions for orders approving sale standing order and all contested motions with exhibits **SHALL BE SUBMITTED IN TABBED PDF FORMAT** for viewing by the Court to ccc.mfmlcalendar59@cookcountyil.gov. The failure to submit documents in the required format shall result in the subject motion, brief and/or exhibits being stricken.

Matters Appearing on the Default Call.

Matters appearing on the Calendar 59 10:00 AM Default call may be continued prior to the Court date by further Order or heard for Status only.

Case Management Hearings:

Plaintiffs Counsel shall be excused from appearing on the date set for case management. Plaintiff will provide the Court with a Case Management Status sheet and notice to the Respondent; Plaintiffs shall also submit a proposed Case Management Order, using the attached PDF fillable order for review by the Court. Plaintiff shall email all necessary documents to ccc.mfmlcalendar59@cookcountyil.gov.

If Plaintiff has not yet served Defendant, the case management date shall be continued for status on service.

Please refer to Section IV, subsection (E), part (a) the General Administrative Order 2020-08.3 for further instructions on what will happen if the Defendant appears or fails to appear at the hearing.

Contested Motions:

Matters appearing on The Calendar 59 2PM contested call may be continued prior to the Court date by further Order or heard for Status only.

A. Fully Briefed Motions

The movant on all fully briefed motions shall submit courtesy copies of all parties' briefs (including the motion, response and reply, and all exhibits included with any brief), which must be emailed to ccc.mfmlcalendar59@cookcountyil.gov on or before 14 days from the date on which they are scheduled to appear before the Court. The movant is responsible for emailing all courtesy copies and all parties must be carbon copied on all emails sent to the Court. The parties shall indicate whether they are requesting or waiving oral argument.

If oral argument is waived, the Court will rule on the motion and send the parties a written order by email.

B. Newly Filed Motions

Litigants with newly filed motions shall contact all parties of record and prepare an Agreed Briefing Schedule otherwise the Court will enter its own order on motions set for presentment.

Generally, the Briefing Schedule should provide:

Response to be filed within 28/35 days of the entry of the order;

Reply to be filed within 21/28 days after the filing of the Response.

Courtesy copies of all pleadings and exhibits must be delivered to the Court via email 10 days after the last brief is filed. A date for oral argument shall not be set unless requested by a party within 2 days of email delivery of the courtesy copies pre the request procedures set forth below. The Court will determine whether oral argument will be heard and ,if so, whether argument will be held in open Court, via teleconferencing or by videoconferencing.

Any party may request a remote hearing on a motion within two business days of email delivery of the courtesy copies by email submitted to ccc.mfmlcalendar59@cookcountyil.gov . The requestor must carbon copy all parties on any email request for a remote hearing. Upon receipt of the request for argument, the Court will determine whether the oral argument will be heard, and if so whether argument will be held in open Court, via teleconferencing or by videoconferencing.

Within 5 days of the last pleading filed the Court will enter either an Order for oral argument or a written ruling date.

Failure to provide timely courtesy copies as set forth above may result in the striking of your motion.

ALL IN COURT HEARINGS SHALL BE CONDUCTED PER GENERAL ADMINISTRATIVE ORDER. 2020-08.3

Routine Motions:

Until further Order of the Court (where all parties have appeared), the parties are to conference the following motions and submit an Agreed Order resolving the matter:

Adding/substituting parties or Counsel

Request for appointment of special process server,

Request for Leave to File Answers, Affirmative Defenses,

Agreed First Motions for Extension of Time to Answer or Otherwise Plead,

Motions to Set a Receiver's Bond,

Off Call Motions for Voluntary Dismissals, Entry of a Consent Judgment

Any other matter upon which an Agreement has been reached between the parties

Routine Motions do not require a Court appearance in person or remotely. If your case is set for

a date on the Calendar 59 Call for any of the above Routine Motions, please add a line striking

the set Court date and proceed as above by submitting the Agreed Order

to ccc.mfmlcalendar59@cookcountyil.gov.