

*SUMMONS – Administrative Review*  
**IN THE CIRCUIT COURT OF THE TWENTY-SECOND JUDICIAL CIRCUIT  
McHENRY COUNTY, ILLINOIS**

\_\_\_\_\_  
**Plaintiff(s)** vs.

\_\_\_\_\_  
**Case Number**

\_\_\_\_\_  
**Defendant(s)**

**SUMMONS IN ADMINISTRATIVE REVIEW**

**To each of the above-named Defendants:**

**YOU ARE SUMMONED** and required to file an answer in this case or otherwise file your appearance in the office of the McHenry County Clerk of the Circuit Court, McHenry County Government Center, 2200 N. Seminary Avenue, Woodstock, Illinois 60098, within 35 days after the date of this summons.

E-filing is now mandatory for documents in civil cases with limited exemptions. To e-file, you must first create an account with an e-filing service provider. Visit <http://efile.illinoiscourts.gov/service-providers.htm> to learn more and to select a service provider. If you need additional help or have trouble e-filing, visit <http://www.illinoiscourts.gov/FAQ/gethelp.asp>.

This summons is served upon you by registered or certified mail pursuant to the provisions of the Administrative Review Law.



WITNESS \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Clerk of the Circuit Court

Name \_\_\_\_\_

Attorney for \_\_\_\_\_

Address \_\_\_\_\_

City, State Zip \_\_\_\_\_

Phone/Email \_\_\_\_\_

**CERTIFICATE OF MAILING**

On \_\_\_\_\_, 20\_\_\_\_, I sent by registered mail a copy of this summons to each Defendant addressed as follows:

**Defendant**

**Address**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



Dated \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Clerk of the Circuit Court

Prepared by \_\_\_\_\_

Attorney for \_\_\_\_\_

ARDC Number \_\_\_\_\_