

Cook County Landlord Eviction Checklist

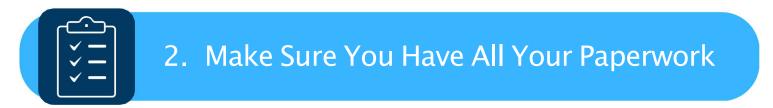
Questions about evictions in Cook County? Call <u>Cook County Legal Aid for</u> <u>Housing and Debt</u> at 855-956-5763 to speak with a lawyer for free.

1. Before You Start, Consider All Your Options

RENTAL ASSISTANCE: You may be eligible for up to \$25,000 in rental assistance payments. To learn more, visit **https://chicookilrenthelp.org**/ or call **855-956-5763.**



MEDIATION: You may be able to work out a resolution with your tenant without going to court. The <u>Center for Conflict Resolution</u> offers free mediation. Call **312-922-6464 x 22** or email <u>newcase@ccrchicago.org</u>.



You can find all of the forms required to file an eviction case and more at <u>Chicago</u> <u>Volunteer Legal Services</u>, or call **855-956-5763** for additional assistance with filing

an eviction case in Cook County.

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EVICTION NOTICE: Before you can file a case, you must give your tenant an eviction notice and wait the number of days stated in the notice.



NOTICE/AFFIDAVIT OF SERVICE: This is a sworn statement that will tell the judge *how* and *when* you gave your tenant the Eviction Notice.



LEASE: Include a copy of both the lease and the Eviction Notice when you file your case. **If you never had a written lease with your tenant, you should include a sworn statement about your understanding of the terms of the lease.**



AFFIDAVIT ABOUT MISSING DOCUMENTS: If you do not have the Eviction Notice, Affidavit of Service, or Lease, include an Affidavit that tells the judge what the missing paperwork said.



COMPLAINT and SUMMONS: You must complete these forms that explain why you are filing a case and how the tenant can respond.



3. Begin Your Court Case



COURT FEES: You will need to pay a fee to file your case. If you cannot afford the fee, you may call (312) 603-5030 to ask the court clerk about applying for a fee waiver.



E-FILING: All court papers must be filed electronically. If you need help filing or do not have access to a computer, call 872–529–1093.



SERVICE: After you have filed your court papers, you will need to pay a fee for them to be delivered to your tenant by the Sheriff.