

# Cook County Landlord Eviction Checklist

Questions about evictions in Cook County? Call Cook County Legal Aid for Housing and Debt 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 without even having to go to court. To learn more, call **312-698-0202** (Chicago) or **833-221-9821** (Suburban Cook).
- MEDIATION:** You may be able to work out a resolution with your tenant without going to court. The Center for Conflict Resolution offers free mediation. Call **312-922-6464 x 22** or email [newcase@ccrchicago.org](mailto:newcase@ccrchicago.org).



## 2. Make Sure You Have All Your Paperwork

You can find all of the required forms and more at [www.cvls.org/covideviction](http://www.cvls.org/covideviction). Call **855-956-5763** with questions about filing an eviction case in Cook County

- EVICTIION 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.
- SWORN STATEMENT ABOUT 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:** In many situations, you should 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 have misplaced your Eviction Notice, Affidavit of Service, or Lease, you should include an Affidavit that tells the judge what the missing paperwork said.
- COMPLAINTS 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, 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.