



In 2, enter the State's Attorney office that prosecuted your cases. This contact information is publicly available online or from your county Circuit Clerk at: [illinoiscourts.gov/court/circuit-court/circuit-court-clerks/](http://illinoiscourts.gov/court/circuit-court/circuit-court-clerks/).

In **3**, enter the name of the county where you are filing your *Motion*.

In 4, check the box if you have or are getting a fee waiver.

**2. To:** \_\_\_\_\_ County State's Attorney  
*County Name*

Street Address	City	State	ZIP
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3. I have filed a *Motion to Vacate & Expunge Eligible Cannabis Convictions* with the Circuit Clerk of \_\_\_\_\_ County, Illinois.  
County Name

4. ☐ I am seeking a fee waiver under Supreme Court Rule 298, or have attached an *Order* waiving my filing and State Police fees.

5. The Circuit Clerk will mail a copy of this *Notice* and the *Motion* to the county State's Attorney listed.

If you are completing this form on a computer, sign your name by typing it. If you are completing it by hand, sign and print your name.

\_\_\_\_\_  
/s/ \_\_\_\_\_  
Your Signature Date

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

Street Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Attorney # (if any): \_\_\_\_\_

**CERTIFICATE OF MAILING**

**DO NOT** fill out this section. The Circuit Clerk will sign and mail it.

The undersigned certifies that the above *Notice* and attached documents were placed in the U.S. mail with first class postage prepaid to the State's Attorney listed above.

*Signature of Circuit Clerk*

Name of Deputy Clerk