

**STATE OF ILLINOIS**  
**IN THE CIRCUIT COURT OF THE 17<sup>TH</sup> JUDICIAL CIRCUIT**  
**WINNEBAGO COUNTY**

\_\_\_\_\_  
Plaintiff  
vs.

Case No. \_\_\_\_\_

\_\_\_\_\_  
Defendant

Judge Assigned: \_\_\_\_\_

FILE STAMP

**SUPPLEMENTAL FORM**  
*(APPLICATION FOR WAIVER OF FEES)*

**Application Requested By:**

**Name:** \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

**TO REQUEST A WAIVER OF COURT FEES DUE TO FINANCIAL HARDSHIP, YOU MUST SUBMIT THE FOLLOWING DOCUMENTS IN SUPPORT OF YOUR APPLICATION.**

<b>IF YOU ARE CLAIMING ELIGIBILITY BECAUSE:</b> <b>You Receive:</b>	<b>THEN PROVIDE:</b>
<input type="checkbox"/> Supplemental Security Income (SSI); <input type="checkbox"/> Aid to the Aged, Blind and Disabled (AABD); <input type="checkbox"/> Temporary Assistance for Needy Families (TANF); <input type="checkbox"/> Food Stamps (SNAP); <input type="checkbox"/> General Assistance, Transitional Assistance, or State Children and Family Assistance.	<input type="checkbox"/> <b>Copies</b> of documents showing your <u>current</u> eligibility
<input type="checkbox"/> Your household income is less than 125% of the current poverty level.	<b>(at least one, but as many as are available)</b> <input type="checkbox"/> <b>Copy</b> of a year-to-date paystub <input type="checkbox"/> <b>Copy</b> of Last year's W2; and/or 1099s <input type="checkbox"/> <b>Copy</b> of Last year's tax return.

**NOTICE TO APPLICANT**

**The Circuit Clerk's office will contact you by phone 1-4 business days from the date of filing with the judge's decision.**

*A voicemail message will constitute proper notification by this office.*

<b>IF YOUR WAIVER IS GRANTED</b> <b>The following applies:</b>	<b>IF YOUR WAIVER IS DENIED</b> <b>The following applies:</b>
<input type="checkbox"/> You will be required to return to the Circuit Clerk's Office within 5 business days of our phone notification to pick up your personal documentation, receive copies, and to complete any necessary paperwork for your court case.	<input type="checkbox"/> You will be required to return to the Circuit Clerk's Office within 5 business days of our phone notification to pick up your personal documentation, and receive copies; <input type="checkbox"/> Instructions on the payment of filing fees will be given by the Circuit Clerk's office; <input type="checkbox"/> Failure to pay the appropriate filing fees as instructed by the court may result in a judgment against you or the dismissal of your case.

**Clerk's Office is NOT responsible for retaining original documents. All supplemental income verification documents will be shredded if not picked up within the allotted 5 day time period.**

**Litigants Signature** \_\_\_\_\_

**Deputy Circuit Clerk** \_\_\_\_\_

*Pursuant to Illinois Statute (705 ILCS 110 / 1) the Circuit Clerk's Office is unable to assist in the preparation of documents or give any legal advice.*