STATE OF ILLINOIS
IN THE CIRCUIT COURT OF THE 17TH JUDICIAL CIRCUIT
WINNEBAGO COUNTY

FILE STAMP

_____
Plaintiff
vs.
_____
Defendant

Case No. _____

Judge Assigned: _____

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.

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

IF YOUR WAIVER IS GRANTED The following applies:	**IF YOUR WAIVER IS DENIED The following applies:**
☐ 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.	☐ 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; ☐ Instructions on the payment of filing fees will be given by the Circuit Clerk's office; ☐ 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.