

<b>STATE OF ILLINOIS, CIRCUIT COURT</b>  _____ COUNTY	<b>SMALL CLAIMS COMPLAINT</b>	<i>For Court Use Only</i>
<b>Instructions ▼</b> Directly above, enter the name of the county where you are filing the case. Enter your name as Plaintiff. Enter the names of all people or businesses you are suing as Defendants. The Circuit Clerk will add a Case Number.	_____ <b>Plaintiff</b> ( <i>First, middle, last name</i> )  v.  <b>Defendants</b> ( <i>First, middle, last name or business name</i> ): _____ _____ _____	_____ <b>Case Number</b>

In <b>1</b> , enter your name.	<b>1.</b> I, _____, am the Plaintiff. <div style="text-align: center;"><i>First, Middle, Last</i></div>
In <b>2</b> , enter the name and address of each Defendant.  If you are suing more than 2 Defendants, use the <i>Additional Defendants (Small Claims Complaint)</i> form and attach it.	<b>2.</b> Defendant's name and address is: _____ <div style="text-align: center;"><i>First, Middle, Last</i></div> <hr/> <div style="display: flex; justify-content: space-between;"> <span><i>Street, Unit #</i></span> <span><i>City</i></span> <span><i>State</i></span> <span><i>ZIP</i></span> </div> Defendant #2's name and address is: _____ <div style="text-align: center;"><i>First, Middle, Last</i></div> <hr/> <div style="display: flex; justify-content: space-between;"> <span><i>Street, Unit #</i></span> <span><i>City</i></span> <span><i>State</i></span> <span><i>ZIP</i></span> </div> <input type="checkbox"/> I have listed additional Defendants on the attached <i>Additional Defendants (Small Claims Complaint)</i> form.
In <b>3</b> , enter the amount of money that is owed to you. It must be \$10,000 or less. Do not include court costs. Check <b>3a</b> , <b>3b</b> , or <b>3c</b> . If you have a written agreement, attach that contract or other document as proof of your agreement to this <i>Small Claims Complaint</i> , or explain why you cannot.	<b>3.</b> Defendants owe me \$_____ and ( <i>check one</i> ): <input type="checkbox"/> a. I have no written agreement with Defendants. <input type="checkbox"/> b. I have a written agreement with Defendants and it is attached. <input type="checkbox"/> c. I have a written agreement with Defendants but I have not attached it because: _____ _____
In <b>4</b> , check the box if it applies.	<b>4.</b> <input type="checkbox"/> I have demanded payment of the amount listed in Section 3 and Defendants have failed to pay in full.

Enter the Case Number given by the Circuit Clerk: \_\_\_\_\_

In **5**, enter the reasons why Defendant owes this money to you.

If you need more space, complete the *Additional Reasons (Small Claims Complaint)* form and check the box.

**5.** Defendants owe me this amount of money

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

☐ I have attached an *Additional Reasons (Small Claims Complaint)* form.

Under [Illinois Supreme Court Rule 137](#), your signature means that you have read the document, that to the best of your belief, it is true and correct and that you are not filing it for an improper purpose, such as to cause delay.

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.

Enter your complete address, telephone number and email address, if you have one.

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Your Signature

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*Print Your Name*

*Street Address*

City, State, ZIP

Telephone

Email Address

Attorney # (if any)

**GETTING COURT DOCUMENTS BY EMAIL:** You should use an email account that you do not share with anyone else and that you check every day. If you do not check your email every day, you may miss important information, notice of court dates, or documents from other parties.