This form is approved by the Illinois Supreme Court and is required to be accepted in all Illinois Circuit Courts.

STATE OF ILLINOIS, CIRCUIT COURT COUNTY		NOTICE OF COURT DATE FO REQUEST FOR CERTIFICATE GOOD CONDUCT	OR	urt Use Only	
Instructions ▼ Directly above, enter the name of county where you will file the case.	Request of:				
Enter your name and birth date. List any other names you used when arrested on the cases listed on this form.	Your name (First, middle, last name) Other names used in these cases				
If the Clerk gave you a new case number, enter it to the right.	Date of birth	1		Numbers (if the Class a new number)	erk
In 1, enter the name, mailing address, and email address of the	1. To: County State's Attorney Office:				
party you are sending the document to. If they have a lawyer, you must enter the lawyer's information.		reet Address mail	City	State Zip	
In 2, enter the name of the county where you are filing your <i>Request</i> .	2. I have filed a Request for Certificate of Good Conduct with the Clerk of the Circuit Court of County Name County Name				
DO NOT fill out Section 3. The Circuit Clerk will complete.	3. The cour	t date for my <i>Request</i> Date	Time	Courtroom	1
In Proof of Delivery , part 2, enter the date you send this form to the State's Attorney. You must send this form by 5:00 p.m. on the same day it was filed with the Circuit Clerk.	Request f	ing the Notice of Court Date for Request or Certificate of Good Conduct re 5:00 P.M. on: Date	for Certificate of	Good Conduct and	d the
In Proof of Delivery part 3, check the box to show how you are sending the document. CAUTION: If you and the person you are sending the document to have an email address, you must use one of the first two options. Otherwise, you may use one of the other options.	By: Only u	unty State's Attorney Office listed in Sect An approved electronic filing service Email (not through an EFSP) se one of the methods below if you do not had you are sending the document to does not had Personal hand delivery to: The party The party's family member who is The party's lawyer The party's lawyer Mail or third-party carrier	provider (EFSP) ve an email addre ave an email addr	ss, or the ess.	ce

	Enter the Case Number given by the Circuit Clerk:
Under the Code of Civil Procedure, 735	I certify that everything in the Notice of Court Date for Request for Certificate of Good
ILCS 5/1-109,	Conduct is true and correct. I understand that making a false statement on this form is
making a statement	perjury and has penalties provided by law under 735 ILCS 5/1-109.

ILCS 5/1-109, making a statement on this form that you know to be false is perjury, a Class 3 Felony.

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.

/s/	
Your Signature	Street Address
Print Your Name	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.