

your name - name of party suing  
Plaintiff

v.

defendants name  
Defendant

Citation Third Party Respondent & Name of bank

No. case number

**CITATION TO DISCOVER ASSETS TO THIRD PARTY**

To: name of bank, c/o Garnishment or Legal Department, address of bank

YOU ARE REQUIRED to appear and file your answer to this Citation on the form appearing on the reverse side hereof on date given by cashier prior to 9:30 a.m. in Courtroom 1401 of the

50 West Washington, Chicago, Illinois 60602  
(court and address)

Judgment was entered date of judgment for your name  
(date)

and against name of the defendant in the sum of \$ judgment plus court costs  
of \$ \_\_\_\_\_

There is now due less credits and set off the sum of \$ total amount

Your answer will inform the Court as to property you may hold belonging to: name of the defendant  
(Judgment debtor)

YOU ARE REQUIRED to do the following upon receiving this Citation until further Order of Court in accordance with Supreme Court Rule 277 (f), or until this Citation is dismissed by the Court or by Stipulation:

YOU ARE PROHIBITED from making or allowing any transfer or other disposition of, or interfering with, any property not exempt from execution or garnishment belonging to the judgment debtor or to which he/she may be entitled or which may be acquired by or become due to him/her, until further order of court or termination of the proceeding. You are not required to withhold the payment of any money beyond double the amount of the judgment.

WARNING: YOUR FAILURE TO COMPLY WITH THE CITATION PROCEEDING MAY RESULT IN A JUDGMENT BEING ENTERED AGAINST YOU FOR THE UNSATISFIED AMOUNT OF THIS JUDGMENT. 735 ILCS 5/2-1402(d)(1)

WARNING: YOUR FAILURE TO APPEAR IN COURT AS HEREIN DIRECTED MAY CAUSE YOU TO BE ARRESTED AND BROUGHT BEFORE THE COURT TO ANSWER TO A CHARGE OF CONTEMPT OF COURT, WHICH MAY BE PUNISHABLE BY IMPRISONMENT IN THE COUNTY JAIL.

**CERTIFICATE OF ATTORNEY OR NON-ATTORNEY**

Note: This citation must be accompanied at the time of service by either a copy of the underlying judgment or a certification by either the clerk that entered the judgment or the attorney for the judgment creditor setting forth:

- Judgment in the amount \$ total amount
- Name of the court Circuit Court of Cook County
- Case # case number

I, the undersigned certify under penalties as provided by law pursuant to 735 ILCS 5/1-109 to the Court that the following information is true.

Atty. No.: \_\_\_\_\_

Name: Your name

Atty. for: pro se

Address: your address

Telephone: your phone number

your signature  
Signature of Attorney

SAMPLE

(OVER)

ANSWER

\* this page is for the bank, certify under penalty of perjury that with regard to the Citation Respondent

property of the judgment debtor, the Citation Respondent files the following answer to this Citation to Discover Assets and is in possession of the following property of the judgment debtor.

Circle one or more of the following and indicate the amount held: \* to be completed by a bank employee

- A) Savings Account (Amount withheld) \$
B) Checking and/or Now Account (Amount withheld) \$
C) Certificate of Deposit (Amount held) \$
D) Money Market Account (Amount held) \$
E) Trust Account (Amount held) \$
F) Safety Deposit Box \$
G) No Accounts
H) Adverse Claimant: Name Address
I) Wages, Salary or Commissions
J) Other Personal Property (Describe)

Attach a sheet for any additional information required by the Citation

Sub Total

Less right of offset for other loans
Less deduction for fees limited by 205 ILCS 5/48.1

Total

According to the business records kept by the Citation Respondent we show the above accounts to be correct.

\* service by special process server (SPS) or certified mail restricted. Agent for Citation Respondent on oath state.

I am over 21 years of age and not a party to this case. I served the citation to discover assets as follows: on by leaving a copy with the third party defendant on at the hour of . m. at Street, County, Illinois On the third party defendant by mailing a copy on by certified mail addressed to agent of the third party defendant, return receipt requested.

(attached green card receipt of service here)

\*\*Signed and sworn by party making service