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**	**ORDER APPOINTING SPECIAL PROCESS SERVER**	*For Court Use Only*

Instructions ▼

Directly above, enter the name of the county where you are filing the case.
Enter your name as Plaintiff/Petitioner.
Enter the names of all people you are suing as Defendants/Respondents.
Enter the case number the Circuit Clerk has given you.

Plaintiff/Petitioner *(First, middle, last name)*

v.

Defendants/Respondents *(First, middle, last name)*:

_____

_____

_____

Case Number

In **1**, enter the date the *Motion* was filed.

In **2**, enter the name of the person or company who will serve the Complaint/Petition, and the Defendants/Respondents to be served.

1. Plaintiff/Petitioner's *Motion to Appoint Special Process Server* was filed on: _____ .

Date

2. ☐ The *Motion* is granted. _____

Name of Person or Company

is appointed to serve these Defendants/Respondents: _____

_____ .

☐ The *Motion* is denied. It is denied because *(state specific reason)*: _____

_____

_____

DO NOT complete this section. The judge will sign and date here.

ENTERED:

_____   _____

Judge   *Date*