

STATE OF ILLINOIS

IN THE CIRCUIT COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT

\_\_\_\_\_ COUNTY

_____ ,	)	
	)	
	)	
	)	
Petitioner,	)	
vs.	)	Case No. _____ - SC - _____
	)	
	)	
_____ ,	)	
	)	
	)	
Respondent.	)	

**PETITION FOR ORDER TO SHOW CAUSE**

Now comes \_\_\_\_\_, (hereafter referred to as Creditor) on his/her own behalf and in support of his/her Petition for Order to Show Cause against \_\_\_\_\_ (hereafter referred to as Debtor) states as follows:

1. That on \_\_\_\_\_, 20\_\_\_\_, this Court entered an order which requires Debtor to make payments in the amount of \_\_\_\_\_ per \_\_\_\_\_, beginning on \_\_\_\_\_, 20\_\_\_\_.
2. That Debtor has violated this order in that he/she has not paid all of the payments he/she was ordered to pay (See Affidavit) and a delinquency of \_\_\_\_\_ is now owed.
3. That Debtor can satisfy the Order to Show Cause by paying the amount that is owed.

WHEREFORE, Creditor asks that this court:

- A. Issue an order requiring Debtor to show cause, if any he/she has, why he/she should not be held in contempt of court and punished for failure to comply with this court's order.
- B. Issue an order modifying the existing payment order to pay the past due payments that are owed.
- C. For any other relief that equity may require.

\_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

Under penalties as provided by law pursuant to Section 5/1-109 of the Code of Civil Procedure, the undersigned certifies that the statements set forth in this instrument are true and correct, except as to matters therein stated to be on information and belief and as to such matters therein stated to be on information and belief and as to such matters the undersigned certifies as aforesaid that he/she verily believes the same to be true.

\_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

Attorney Name: \_\_\_\_\_  
Representing: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

STATE OF ILLINOIS

IN THE CIRCUIT COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT

\_\_\_\_\_ COUNTY

\_\_\_\_\_, )  
 \_\_\_\_\_, )  
 )  
 Petitioner, )  
 vs. ) Case No. \_\_\_\_\_ - SC - \_\_\_\_\_  
 )  
 \_\_\_\_\_, )  
 )  
 Respondent. )

**ORDER TO SHOW CAUSE**

Name and Address of Person to be Served with this Order:

\_\_\_\_\_

This cause having come on to be heard on the Petition for Order to Show Cause filed by \_\_\_\_\_, the Court having considered the petition and having been otherwise fully informed in the premises, finds that it should be granted.

WHEREFORE, IT IS HEREBY ORDERED that \_\_\_\_\_ shall appear on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_M. at the \_\_\_\_\_ county courthouse, \_\_\_\_\_, Illinois, and show cause, if any he/she has, why he/she should not be held in contempt of court and punished for failing to comply with the order entered by the Court on \_\_\_\_\_, 20\_\_\_\_.

DATE: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
JUDGE

**RETURN OF SERVICE - - ORDER TO SHOW CAUSE**  
**to be complete by Sheriff**

The undersigned certifies that he/she served the Order to Show Cause on the Defendant as follows

(Check appropriate box, and complete service information below)

a) **(Individual defendant – personal):**

By leaving copy of the complaint with each individual personally.

b) **(Individual defendant – abode):**

By leaving a copy and a copy of the complaint at the usual place of abode of each individual defendant with a person of his family, of the age of 13 years or upwards, informing that person of the contents and also by sending a copy of the summons in a seal envelope with postage fully prepaid, addressed to each individual defendant at his usual place of abode.

c) **(Other service - - explain below)**

**SERVICE INFORMATION:**

Name of Defendant:

**Order To Show Cause given to:**

Name: \_\_\_\_\_ Sex \_\_\_\_\_ Race \_\_\_\_\_ Approximate Age \_\_\_\_\_

**Place of Service**

Street Address: \_\_\_\_\_ City of \_\_\_\_\_, State of \_\_\_\_\_

**Date of Service:**

\_\_\_\_\_, 20\_\_\_\_ Time: \_\_\_\_\_ o'clock \_\_\_\_ .M.

Date of Mailing (if abode service was used)

**Signed:**

\_\_\_\_\_, Sheriff of \_\_\_\_\_ County, State of \_\_\_\_\_

By: \_\_\_\_\_, Deputy

STATE OF ILLINOIS

IN THE CIRCUIT COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT

\_\_\_\_\_ COUNTY

)

)

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Petitioner, )

vs. )

Case No. \_\_\_\_\_ - SC - \_\_\_\_\_

)

)

)

Respondent. )

**AFFIDAVIT IN SUPPORT OF PETITION FOR ORDER TO SHOW CAUSE**

STATE OF ILLINOIS )

) ss.

COUNTY OF \_\_\_\_\_ )

I, \_\_\_\_\_, having been duly sworn state as follows:

- 1. That if I were sworn as a witness at trial, I could competently testify to the facts set forth in this affidavit based on my personal knowledge.
- 2. That (check all that apply and complete blanks)

I have not received any payments from \_\_\_\_\_ since \_\_\_\_\_, 20\_\_.

That while I have received payments from \_\_\_\_\_, it is less than the amount he/she was ordered to pay on \_\_\_\_\_, 20\_\_ and I am owed \_\_\_\_\_.

That \_\_\_\_\_ has the ability to pay the amount that is owed.

\_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Under penalties as provided by law pursuant to Section 5/1-109 of the Code of Civil Procedure, the undersigned certifies that the statements set forth in this instrument are true and correct, except as to matters therein stated to be on information and belief and as to such matters therein stated to be on information and belief and as to such matters the undersigned certifies as aforesaid that he/she verily believes the same to be true.

\_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Attorney Name: \_\_\_\_\_

Representing: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

STATE OF ILLINOIS

IN THE CIRCUIT COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT

\_\_\_\_\_ COUNTY

)

)

)

Petitioner,

)

vs.

)

Case No. \_\_\_\_\_ - SC - \_\_\_\_\_

)

)

)

Respondent. )

**ORDER MODIFYING PAYMENT PLAN**

The Court, having had a hearing on the Order to Show Cause filed by \_\_\_\_\_, heard the evidence, and being otherwise fully advised in the premises, finds that it should be granted.

**IT IS HEREBY ORDERED** that the order entered on \_\_\_\_\_, 20\_\_ ordering \_\_\_\_\_ to make payments in the amount of \_\_\_\_\_ per \_\_\_\_\_ be modified as follows:

A. Defendant \_\_\_\_\_ shall pay to \_\_\_\_\_, the sum of \_\_\_\_\_ per \_\_\_\_\_, the first payment to be made on the \_\_\_\_\_ day of 20\_\_ and payable on the \_\_\_\_\_ day of each \_\_\_\_\_ thereafter until the judgment has been paid in full.

B. Defendant \_\_\_\_\_ shall pay to \_\_\_\_\_, as and for an arrearage of past due payments the sum of \_\_\_\_\_ per \_\_\_\_\_, the first payment to be made on the \_\_\_\_\_ day of 20\_\_ and payable on the \_\_\_\_\_ day of each \_\_\_\_\_ thereafter until the past due amount has been paid in full.

DATE: \_\_\_\_\_, 20\_\_

\_\_\_\_\_

JUDGE

STATE OF ILLINOIS

IN THE CIRCUIT COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT

\_\_\_\_\_ COUNTY

_____ ,	)	
	)	
	)	
vs.	)	Case No. _____ - SC - _____
	)	
_____ ,	)	
	)	
Respondent.	)	

**ORDER FOR PAYMENT**

The Court, having had a hearing on the Citation to Discover Assets filed by \_\_\_\_\_, heard the evidence, and being otherwise fully advised in the premises, finds that it should be granted.

**IT IS HEREBY ORDERED** that Defendant \_\_\_\_\_ shall pay to \_\_\_\_\_ the sum of \_\_\_\_\_ per \_\_\_\_\_, the first payment to be made on the \_\_\_\_\_ day of 20\_\_\_\_ and payable on the \_\_\_\_\_ day of each \_\_\_\_\_ thereafter until the judgment has been paid in full.

DATE: \_\_\_\_\_, 20\_\_\_\_ \_\_\_\_\_

JUDGE

STATE OF ILLINOIS

IN THE CIRCUIT COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT

\_\_\_\_\_ COUNTY

\_\_\_\_\_, )  
 \_\_\_\_\_, )  
 \_\_\_\_\_, )  
 Petitioner, )  
 vs. ) Case No. \_\_\_\_\_ - SC - \_\_\_\_\_  
 \_\_\_\_\_, )  
 \_\_\_\_\_, )  
 Respondent. )

**CERTIFICATE OF MAILING OF ORDER FOR PAYMENT**

I, \_\_\_\_\_, hereby certify that I mailed a copy of the Order For Payment to  
 \_\_\_\_\_ at \_\_\_\_\_ by depositing the same  
 in the United States mail at \_\_\_\_\_, Illinois, postage fully prepaid on  
 \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
 \_\_\_\_\_, 20\_\_

Under penalties as provided by law pursuant to Section 5/1-109 of the Code of Civil Procedure, the undersigned certifies that the statements set forth in this instrument are true and correct, except as to matters therein stated to be on information and belief and as to such matters therein stated to be on information and belief and as to such matters the undersigned certifies as aforesaid that he/she verily believes the same to be true.

\_\_\_\_\_  
 \_\_\_\_\_, 20\_\_

Attorney Name: \_\_\_\_\_  
 Representing: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_



STATE OF ILLINOIS

IN THE CIRCUIT COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT

\_\_\_\_\_ COUNTY

\_\_\_\_\_, )  
 )  
 )  
 Petitioner, )  
 vs. ) Case No. \_\_\_\_\_ - SC - \_\_\_\_\_  
 )  
 )  
 \_\_\_\_\_, )  
 )  
 Respondent. )

**CITATION NOTICE**

Name and Address of Debtor:

\_\_\_\_\_

Name and Address of Creditor:

\_\_\_\_\_

Date of Judgment, amount awarded, and amount unpaid:

\_\_\_\_\_

Court Date and Time:

\_\_\_\_\_

**NOTICE:** The Court has issued a citation against you. The citation directs you to appear in court to be examined for the purpose of allowing the creditor to discover income and assets belonging to you or in which you have an interest. The citation was issued because of a judgment against you in favor of the creditor in the amount stated above. On or after the above date, the court may compel you to apply any discovered non-exempt income or assets to pay towards the judgment.

The amount of income or assets that may be applied toward the judgment is limited by federal and Illinois law. **YOU HAVE THE RIGHT TO ASSERT STATUTORY EXEMPTIONS AGAINST CERTAIN INCOME OR ASSETS WHICH MAY NOT BE USED TO PAY THE JUDGMENT LISTED ABOVE.** Those exemptions are listed on the reverse side of this Notice.

**CITATION NOTICE – ORIGINAL**

**CIRCUIT CLERK’S COPY**

STATE OF ILLINOIS  
IN THE CIRCUIT COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT  
\_\_\_\_\_ COUNTY

\_\_\_\_\_, )  
\_\_\_\_\_, )  
Petitioner, )  
vs. ) Case No. \_\_\_\_\_ - SC - \_\_\_\_\_  
\_\_\_\_\_, )  
Respondent. )

**CITATION NOTICE**

Name and Address of Debtor:  
\_\_\_\_\_

Name and Address of Creditor:  
\_\_\_\_\_

Date of Judgment, amount awarded, and amount unpaid:  
\_\_\_\_\_

Court Date and Time:  
\_\_\_\_\_

**NOTICE:** The Court has issued a citation against you. The citation directs you to appear in court to be examined for the purpose of allowing the creditor to discover income and assets belonging to you or in which you have an interest. The citation was issued because of a judgment against you in favor of the creditor in the amount stated above. On or after the above date, the court may compel you to apply any discovered non-exempt income or assets to pay towards the judgment.

The amount of income or assets that may applied toward the judgment is limited by federal and Illinois law. **YOU HAVE THE RIGHT TO ASSERT STATUTORY EXEMPTIONS AGAINST CERTAIN INCOME OR ASSETS WHICH MAY NOT BE USED TO PAY THE JUDGMENT LISTED ABOVE.** Those exemptions are listed on the reverse side of this Notice.

**CITATION NOTICE – DEFENDANT’Y COPY**

**YOUR EXMPTION RIGHTS**

You may have other rights not listed here

1. Under Illinois or federal law, the following items are exempt and cannot be taken from you to pay this judgment:
  - Social Security and SSI benefits;
  - Public assistance benefits;
  - Unemployment compensation benefits;
  - Worker’s compensation benefits;
  - Veterans’ benefits;
  - Circuit breaker property tax relief benefits;
  - Your equity interest, not to exceed \$4,000 in value, in any personal property you choose;
  - Your equity interest, not to exceed \$2,400 in value, in any one motor vehicle;
  - Your equity interest, not to exceed \$1,500 in value, in any tools of your trade;
2. Under Illinois law, you are entitled to the first \$15,000 of the value of your home as long as you live there.
3. Under Illinois law, the amount of your salary that may be applied toward a judgment is limited to the lesser of (a) 15% of your gross weekly salary or (b) the amount by which your net weekly exceeds \$292.50
4. Under federal law, the amount of wages that may be applied toward a judgment is limited to the lesser of (a) 25% of your net weekly salary or (b) the amount by which your net weekly salary exceeds \$154.50.
5. Pension and retirement benefits and refunds may be claimed as exempt under Illinois law.

**YOU HAVE THE RIGHT AT THE CITATION HEARING TO DECLARE EXEMPT INCOME OR ASSETS OR BOTH.**

You also have the right to seek declaration at an earlier date by notifying the clerk in writing at the following address: \_\_\_\_\_

When so notified, the Clerk will obtain a prompt hearing date and will provide the necessary forms that must be prepared by you or your attorney and sent to the creditor or the creditor’s attorney regarding the time and location of the hearing. This notice may be sent by regular first class mail.

## YOUR EXMPTION RIGHTS

You may have other rights not listed here

1. Under Illinois or federal law, the following items are exempt and cannot be taken from you to pay this judgment:
  - Social Security and SSI benefits;
  - Public assistance benefits;
  - Unemployment compensation benefits;
  - Worker's compensation benefits;
  - Veterans' benefits;
  - Circuit breaker property tax relief benefits;
  - Your equity interest, not to exceed \$4,000 in value, in any personal property you choose;
  - Your equity interest, not to exceed \$2,400 in value, in any one motor vehicle;
  - Your equity interest, not to exceed \$1,500 in value, in any tools of your trade;
2. Under Illinois law, you are entitled to the first \$15,000 of the value of your home as long as you live there.
3. Under Illinois law, the amount of your salary that may be applied toward a judgment is limited to the lesser of (a) 15% of your gross weekly salary or (b) the amount by which your net weekly exceeds \$292.50
4. Under federal law, the amount of wages that may be applied toward a judgment is limited to the lesser of (a) 25% of your net weekly salary or (b) the amount by which your net weekly salary exceeds \$154.50.
5. Pension and retirement benefits and refunds may be claimed as exempt under Illinois law.

### **YOU HAVE THE RIGHT AT THE CITATION HEARING TO DECLARE EXEMPT INCOME OR ASSETS OR BOTH.**

You also have the right to seek declaration at an earlier date by notifying the clerk in writing at the following address: \_\_\_\_\_

When so notified, the Clerk will obtain a prompt hearing date and will provide the necessary forms that must be prepared by you or your attorney and sent to the creditor or the creditor's attorney regarding the time and location of the hearing. This notice may be sent by regular first class mail.

STATE OF ILLINOIS

IN THE CIRCUIT COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT

\_\_\_\_\_ COUNTY

)

)

)

Petitioner, )

vs. )

Case No. \_\_\_\_\_ - SC - \_\_\_\_\_

)

)

)

Respondent. )

**CITATION TO DISCOVER ASSETS**

Name and Address of Debtor:

\_\_\_\_\_

Name and Address of Creditor:

\_\_\_\_\_

Date of Judgment:

Case Number of original judgment

\_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_

Original amount owed:

Balance due:

\_\_\_\_\_

\_\_\_\_\_

**Hearing Date and Time:**

\_\_\_\_\_

**YOU ARE ORDERED TO APPEAR** before a Judge in the Circuit Court of \_\_\_\_\_ County at the above date and time for a hearing to discover any non-exempt assets and income that you may have to pay off the judgment listed above.

**YOU ARE REQUIRED** to bring with you any and all books, papers, or records in your possession or control that contain information concerning your property, income, and assets, including \_\_\_\_\_

\_\_\_\_\_.

**YOU ARE PROHIBITED** from disposing, transferring, encumbering, or giving away any non-exempt income or assets until further order of the court or termination of the Citation proceedings.

**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. EVEN IF YOU ONLY HAVE NON-EXEMPT INCOME AND ASSETS AND/OR YOU CANNOT PAY TOWARDS THIS JUDGMENT, YOU MUST APPEAR.**

The undersigned certifies, under penalties of law, pursuant to Section 5/1-109 of the Illinois Code of Civil Procedure, that the above information about the judgment is true and correct as to their belief/knowledge.

---

Creditor

---

Creditor Address and phone number

**CITATION TO DISCOVER ASSETS - - ORIGINAL  
CIRCUIT CLERK COPY**

Note to Sheriff: This Citation must be served within 5 days of the date of the hearing as stated above.

**RETURN OF SERVICE - - CITATION TO DISCOVER ASSETS  
to be completed by Sheriff**

**The undersigned certifies that he/she served this Citation To Discover Assets on the Defendant as follows:**

(Check appropriate box, and complete service information below)

a) **(Individual defendant – personal):**

By leaving copy of the complaint with each individual personally.

b) **(Individual defendant – abode):**

By leaving a copy and a copy of the complaint at the usual place of abode of each individual defendant with a person of his family, of the age of 13 years or upwards, informing that person of the contents and also by sending a copy of the summons in a seal envelope with postage fully prepaid, addressed to each individual defendant at his usual place of abode.

c) **(Other service - - explain below)**

**SERVICE INFORMATION:**

Name of Defendant:

**Order To Show Cause given to:**

Name: \_\_\_\_\_ Sex \_\_\_\_\_ Race \_\_\_\_\_ Approximate Age \_\_\_\_\_

**Place of Service**

Street Address: \_\_\_\_\_ City of \_\_\_\_\_, State of \_\_\_\_\_

**Date of Service:**

\_\_\_\_\_, 20\_\_\_\_ Time: \_\_\_\_\_ o'clock \_\_\_\_M.

Date of Mailing (if abode service was used)

**Signed:**

\_\_\_\_\_, Sheriff of \_\_\_\_\_ County, State of \_\_\_\_\_

By: \_\_\_\_\_, Deputy

STATE OF ILLINOIS

IN THE CIRCUIT COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT

\_\_\_\_\_ COUNTY

)

)

)

Petitioner,

)

vs.

)

Case No. \_\_\_\_\_ - SC - \_\_\_\_\_

)

)

)

Respondent. )

**CITATION TO DISCOVER ASSETS**

Name and Address of Debtor:

\_\_\_\_\_

Name and Address of Creditor:

\_\_\_\_\_

Date of Judgment:

Case Number of original judgment

\_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_

Original amount owed:

Balance due:

\_\_\_\_\_

\_\_\_\_\_

**Hearing Date and Time:**

\_\_\_\_\_

**YOU ARE ORDERED TO APPEAR** before a Judge in the Circuit Court of \_\_\_\_\_ County at the above date and time for a hearing to discover any non-exempt assets and income that you may have to pay off the judgment listed above.

**YOU ARE REQUIRED** to bring with you any and all books, papers, or records in your possession or control that contain information concerning your property, income, and assets, including \_\_\_\_\_

\_\_\_\_\_.



**YOU ARE PROHIBITED** from disposing, transferring, encumbering, or giving away any non-exempt income or assets until further order of the court or termination of the Citation proceedings.

**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. EVEN IF YOU ONLY HAVE NON-EXEMPT INCOME AND ASSETS AND/OR YOU CANNOT PAY TOWARDS THIS JUDGMENT, YOU MUST APPEAR.**

The undersigned certifies, under penalties of law, pursuant to Section 5/1-109 of the Illinois Code of Civil Procedure, that the above information about the judgment is true and correct as to their belief/knowledge.

---

Creditor

---

Creditor Address and phone number

**CITATION TO DISCOVER ASSETS**

**DEFENDANT'S COPY**

Date of Service: \_\_\_\_\_, 20\_\_\_\_

(To be completed by officer)