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

STATE OF ILLINOIS, CIRCUIT COURT	NOTICE OF COMPLETION OF LIMITED SCOPE APPEARANCE	For Court Use Only	
COUNTY			
	•		
Plaintiff/Petitioner (First, midd	lle, last name)		
٧.			
Defendant/Respondent (First,	Case Number		
I withdraw my <i>Limited Scope App</i>	pearance for	pursuant to Supreme Court	
Rule 13(c)(7) I have completed all	Client Name services within the scope of the Notice of Limite	d Scope Appearance, and I have	
•	ourt within the scope of that appearance.	a coope rippourumos, una i mave	
Service of court papers on me unde	er Supreme Court <u>Rule 11</u> is no longer required. s _ continues to be required.	Service of documents on	
NOTICE TO Client Name	:		
	r lawyer's withdrawal if you believe that your law ust (lawyer must check one):	yer has not finished everything that	
☐ Withdrawal in Open Court : Tell date.	the judge that you object. The court will hold a he	aring either immediately or on another	
☐ Withdrawal Outside of Court:			
 Fill out the attached Objection Delivery and sign where ind 	on to Completion of Limited Scope Appearance for cated.	orm, including the Proof of Filing and	
2. File the Objection with the c	Date (date	e to be filled in by lawyer)	
which is 21 days after the d	ate that your lawyer is filing and serving this Notic	ce.	
	e the <i>Objection</i> with the court, send copies of it to		

3. On the same day that you file the Objection with the court, send copies of it to your lawyer and to the other people listed in the Proof of Filing and Delivery attached to the Objection. Check the boxes to show how you sent the copy to each person.

If you file and send an *Objection* within the 21-day period, your lawyer will schedule a hearing date. Your lawyer will send you notice of the date. You must attend the hearing and explain to the judge why you believe that your lawyer has not finished everything that your lawyer agreed to do for you.

Signature of Lawyer				Name of Lawyer				
Lawyer's Address				Lawyer's Teleph	one Number			
Lawyer's Email				Attorney #				
Proof of Filing and	-	en filed with			a	nd on the	same day	l served
this Notice on the fo	ollowing, by	the method						
Note to Withdrawing Lawyer:	judge may you are wit Scope Appe	also require hdrawing or earance on t	you to serve this outside of court, you the Client you repr	a may present this A con parties who were a must serve this Notes esented, all lawyers and the judge now p	e neither present restricted and an Object of record and page 1975.	nor represent ection to Control reports of the control of the cont	nted at the mpletion of	hearing. If f Limited
	PROC	OF OF DI	ELIVERY					
n 1a, enter the name, nailing address, and mail address of the party you are sending	1. I ar a.	n sending To: Name:	the <i>Notice Comp</i>	pletion of Limited S	Scope Appearai	nce		
he document to. If hey have a lawyer,		Address:	First	Middle)	Last		
you must enter the awyer's information.		Email add	Street, Apt #		City		State	ZIP
n 1b, check the box to how how you are ending the document. CAUTION: If you and he person you are ending the document o have an email address, you must use one of the first two options. Otherwise, you may use one of the other options. n c, fill in the date and ime that you are ending the document.	b.	By:	An approved ele Email (not throug one of the methods u are sending the Personal hand o The party The party's	s below if you do no document to does n lelivery to: family member wh awyer awyer's office	t have an email a ot have an email	ddress, or t address.		ence
ending the document.] c.	On:		at:	П	a.m. \square	p.m.	
n 2, if you are sending the document to more than 1 party or lawyer, ill in a, b, and c. Otherwise leave 2 blank.	2. laı	Date	e this document:	Time				
n 2a, enter the name, mailing address, and email address of the		Name:	First	Middle)	Last		
party you are sending		Address:	Street, Apt #		City		State	ZIP

Enter the Case Number given by the Circuit Clerk:_

	Enter the Case Number give	n by the Circuit Clerk:				
the document to. If they have a lawyer, you must enter the lawyer's information. In 2b , 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	b. By: An approved electronic filing service provider (EFSP) Email (not through an EFSP) Only use one of the methods below if you do not have an email address, or the person you are sending the document to does not have an email address. Personal hand delivery to: The party The party's family member who is 13 or older, at the party's residence					
one of the first two options. Otherwise,						
you may use one of the other options.						
In c , fill in the date and time that you are sending the document.	c. On: at:	a.m.				
If you are sending your document to more than 2 parties or lawyers, check the box and file the <i>Additional Proof of Delivery</i> with this form.	☐ I have completed an Additional Proof of De	elivery form.				
Under the Code of Civil Procedure, <u>735</u> <u>ILCS 5/1-109</u> , making a statement on this form that you know to be false is perjury, a Class 3 Felony.	I certify that everything in the <i>Proof of Delive</i> a false statement on this form is perjury and 735 ILCS 5/1-109.	ery is true and correct. I understand that making I has penalties provided by law under				
If you are completing this form on a	Your Signature	Street Address				
computer, sign your name by typing it. If you are completing it	Print Your Name	City, State, ZIP				
by hand, sign and print your name. Enter your complete address, telephone	Telephone	Email				
number, and email address, if you have one.		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.