



Create New E-File Case

CREATE NEW CASE

COUNTY	<input type="text" value="Cook County Case"/>
CASE NUMBER	<input type="text"/>
PLAINTIFF FIRST NAME	<input type="text"/>
PLAINTIFF LAST NAME	<input type="text"/>
DOCUMENT TYPE	<input type="text" value="CHANCERY"/>
SELECT ATTORNEY PROFILE	<input type="text"/>
NEXT COURT DATE	<input type="text"/>
CIRCUIT COURT FILE DATE	<input type="text"/>
FEE WAIVER	<input type="text" value="No"/>

If you require service in Cook County but filed your papers in another county (other than Cook County), select "Out of County Case" in the County Case drop-down bar. It is auto-selected to "Cook County Case" and will need to be changed if applicable.

1. The fields required to be entered at this stage are:
 - a. Case Number
 - i. *You must enter your case number exactly as it is assigned by the Clerk of Court, excluding any spaces and/or punctuation*
 - b. Plaintiff First and Last Name (required)

