

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
COUNTY DEPARTMENT – PROBATE DIVISION

)
)
) No. 2020 P 01
)
)

AMENDED GENERAL ADMINISTRATIVE ORDER

In light of Cook County Cir. Ct. G.A.O. 2020-01 (amended April 3, 2020),

IT IS HEREBY ORDERED THAT:

1. During the time the Probate Judges are working remotely, the following procedures will remain in effect.

2. Excluding emergency motions, all Probate matters will be continued and reset to a date after May 18, 2020. For each case currently scheduled through May 15, 2020, the judge will contact one (1) attorney or self-represented litigant in the matter, give them the new date and time, and direct them to give notice to all others entitled to notice. This communication shall be for scheduling purposes only.

3. Emergency matters include, but are not limited to, a petition to appoint or extend a temporary guardian, a petition to open a decedent’s estate to approve the sale of real estate, and a petition to authorize a distribution of settlement proceeds where a recipient has a financial hardship.

4. Each day, one (1) Probate Division judge will be available for emergency motions from 10:00 AM to 12:00 PM and 2:00 PM to 4:00 PM.

5. For Probate Division Emergency Motions:

a. **E-Filing and Courtesy Copies:** Litigants are required to E-File all emergency motions in accordance with Ill. S. Ct. R. 9 (eff. Jan. 1, 2020), and they shall send courtesy copies of the motion, bond, and proposed order to Court via email no later than 10:00 AM on the day preceding presentment. The courtesy copies shall be delivered via email to **joseph.fleming@cookcountyil.gov**. The proposed order shall also contain a law firm or personal email address so that a stamped order can be returned to the moving party. Your failure to provide the correct email address where you want the order returned will result in a delay.

b. **Non-Emergencies:** If, upon presentment in Court, it is determined that the matter presented is not a valid emergency, the movant will be directed to place the matter on the Court’s regular motion call.

