

IN THE CIRCUIT COURT FOR THE TWENTY-THIRD JUDICIAL CIRCUIT

ADMINISTRATIVE ORDER 13-12

IN THE MATTER OF THE MAILING OF)
NOTICES PURSUANT TO SUPREME COURT)
RULES 113 AND 114 RELATING TO)
MORTGAGE FORECLOSURE CASES.)

FILED

APR 26 2013

BECKY MORGANEGG
CIRCUIT CLERK KENDALL CO.

Pursuant to Supreme Court Rules 113 and 114, effective May 1, 2013, the Clerk of the Circuit Court is required to send certain notices. The Court finds that the cost of the mailing of said notices requires the entry of an Administrative Order.

Therefore, effective May 1, 2013, it is the obligation of the Plaintiff to provide the Clerk of the Circuit Court of each county within the 23rd Judicial Circuit with preaddressed and postage paid envelopes bearing the return address of the Clerk of the Circuit Court for the mailing of the required notice pursuant to Supreme Court Rule 113(d).

The Plaintiff shall fold and place the required notices in the envelopes. The envelopes shall be sealed upon delivery to the Clerk of the Circuit Court, who will mail the envelopes in accordance with the applicable Supreme Court Rules.

The Plaintiff's attorney will file, at the time the sealed envelopes containing the required notices are provided to the Clerk for mailing, copies of the Notices as required by Supreme Court Rule 113 (d) and an Affidavit which will indicate that: (1) the sealed envelopes contain the notice required by applicable Supreme Court Rules; and (2) that a notice is provided for all persons entitled to receive notice under the Rules.

The Clerk of the Circuit Court shall be entitled to impose a mailing fee for the mailing of said notices, in accordance with the existing fee schedule in each county.

Dated: April 26, 2013



Timothy J. McCann, Chief Judge