

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY	ADDITIONAL PROOF OF DELIVERY (CIVIL ASSET FORFEITURE)	For Court Use Only
Instructions ▼ Enter above, the county name where the case was filed. Describe the property taken. Enter your name as Claimant. Enter the Case Number given by the Circuit Clerk.	State of Illinois v. _____ Description of property taken _____ Claimant (First, middle, last name)	_____ Case Number

In 1, enter the name of the court document you are sending to the other parties in the court case.

In 2, enter the date you send this form to the other parties. You must send this form by 5:00 p.m. on the same day it was filed with the Circuit Clerk.

In 3, enter the lien holder's information where you are sending a copy of this form. A **lien holder** is the person/company to whom you are making your car loan payments. If there is none, leave blank.

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 one of the first two options. Otherwise, you may use one of the other options.

1. I am sending the following Court document: _____

2. At or before 5:00 P.M. on: _____
Date

3. To the lien holder of the vehicle:

Name: _____
First Middle Last

Address: _____
Street Address City State ZIP

Email: _____

- By: The court's electronic filing manager (EFM) or an approved electronic filing service provider (EFSP)
 Email (*not through an EFM or 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
 The party's lawyer
 The party's lawyer's office
 Mail or third-party commercial carrier

In 4, send copies of the document to anyone else with an interest in any of the property taken. For example, a co-owner. If there is none, leave blank.

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 one of the first two options. Otherwise, you may use one of the other options.

Under the Code of Civil Procedure, [735 ILCS 5/1-109](#), making a statement on this form that you know to be false is perjury, a Class 3 Felony.

If you are completing this form on a computer, sign your name by typing it. If you are completing it by hand, sign and print your name.

Enter your complete address, telephone number, and email address if you have one.

4. To other people with an interest in the property:

Name: _____
First Middle Last

Address: _____
Street Address City State ZIP

Email: _____

By: The court's electronic filing manager (EFM) or an approved electronic filing service provider (EFSP)

Email (*not through an EFM or 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

The party's lawyer

The party's lawyer's office

Mail or third-party commercial carrier

I certify that everything in the *Proof of Delivery* is true and correct. I understand that making a false statement on this form is perjury and has penalties provided by law under [735 ILCS 5/1-109](#).

/s/
Your Signature

Street Address

Print Your Name

City, State, ZIP

Telephone

Email

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.