

IN THE CIRCUIT COURT OF THE 7th JUDICIAL CIRCUIT
Sangamon COUNTY, ILLINOIS

In the Interest of _____)
John Doe _____) No. **95JV0000**
Petitioner. _____)

NOTICE

TO: State's Attorney: John Schmidt, 200 S. 9th, Room 402, Springfield, IL 62701

TO: Arresting Agency: Springfield Police Department, 800 E. Monroe, Springfield, IL 62701

TO: Illinois State Police: Bureau of Identification, 260 N. Chicago Stg., Joliet, Illinois 60431-1342

ATTENTION: Expungement

You are hereby notified that on _____, at _____,
in courtroom _____, located at _____, before the
Honorable _____, Judge, or any judge sitting in his/her stead, I shall then and there
present a Petition to Expunge Juvenile records in the above-entitled matter, at which time and
place you may appear.

John Doe _____
Petitioner
1111 Lincoln St. _____
Petitioner's Street Address
Springfield, Illinois 62705 _____
City, State, Zip Code
(217) 555-5555 _____
Petitioner's Telephone Number

Sample

PROOF OF SERVICE

On the _____ day of _____, 20____, I on oath state that I served this notice and true and correct copies of the above-checked documents by:

(Check one:)

delivering copies personally to each entity to whom they are directed; OR

by mailing copies to each entity to whom they are directed by depositing the same in the U.S. Mail, proper postage fully prepaid, before the hour of 5:00 p.m., at the United States Postal Depository located at _____

Signature, Clerk of the Circuit Court or
Deputy Clerk

Printed Name of Delinquent Minor/Petitioner

Address:

Phone Number:

Sample

Sample