

Referrals for People Without Lawyers at the Lake County Courthouse

Nineteenth Judicial Circuit - 18 North County Street, Waukegan, IL 60085; Hours - M-F from 8:30 am to 5:00 pm

RESOURCES IN THE COURTHOUSE & COMMUNITY



Self-Help Assistance

☐ Center for Self-Representation & Law Library

- Access to a computer, printing, fax services, and ILAO.
- Find general legal and procedural information, as well as court forms.

☎ 847-377-2800

📍 18 N. County St. - Located in the Law Library, 1st Floor

🕒 M-F: 8:00 am-5:00 pm

☐ Illinois JusticeCorps

- Members provide assistance navigating the courthouse, giving general legal information and connecting people to helpful resources.
- Provides referrals to local social service and legal organizations who may be able to provide assistance to self-represented litigants.

📍 Located inside the Law Library, 1st Floor

☐ Waukegan Public Library

- Access to legal reference books and ILAO.
- Assistance with federal and state legal research.
- Access to computer terminals, court forms, and photocopying.
- Notary available.

☎ 847-623-2041

📍 128 N. County St.

🕒 M-Th: 10:00 am-8:00 pm;
Friday: 10:00 am-6:00 pm;
Sat./Sun.: 1:00 pm-5:00 pm

☐ Lake County Clerk

- Obtain Vital Records, Marriage Licenses, and Voting Registration.

☎ 847-377-2400

📍 18 N. County St., Room 101

🕒 M-F: 8:30 am-4:30 pm



Emergency Orders of Protection

☐ Assistance with Orders of Protection

- Emergency Orders of Protection are seen by judges Monday-Friday from 8:30 am to 5:00 pm.
- A Safe Place in Room D-100 (5th floor in new building) can help patrons needing assistance from 8:15 am-11:00 am and 1:30 pm-3:00 pm.
- JusticeCorps members are also available to assist self-represented individuals complete and e-file the necessary forms.

📍 18 N. County St., Courtroom T-511

🕒 M-F: 8:30 am-5:00 pm



E-Filing

☐ Assistance with E-Filing

- **ALL civil court documents must be e-filed.**

☎ Circuit Clerk: 847-377-3380

📍 18 N. County St., Basement

💻 E-filing can be completed anywhere with internet access at <https://tinyurl.com/ILE-Filing> with a registered username and passcode.

❓ If you believe you are unable to e-file, please bring concerns and questions to the Circuit Clerk's Office. The IL Courts Exemption from E-Filing for Good Cause form is available at <https://tinyurl.com/ILExemption>



Civil Process Service

☐ Lake County Sheriff's Office

☎ 847-377-4400

📍 25 S. Martin Luther King Jr. Ave.

🕒 M-F: 8:00 am-5:00 pm

💻 <http://www.lakecountyil.gov/209/Sheriffs-Office>



Forms

☐ Lake County Court Website

- The Circuit Clerk's website includes many of the necessary forms to begin a case or file into an existing one.

💻 <https://www.lakecountycircuitclerk.org/court-forms>

☐ Illinois Courts Website

- The Illinois Supreme Court's website provides plain language legal forms for self-represented litigants.

💻 <https://tinyurl.com/ILForms>



Language Access

☐ Interpreter Requests

- If you have trouble speaking or understanding English **OR** need a sign language interpreter, the Court may be able to provide an interpreter for you.
- To tell the court that you need an interpreter, you can: ask court personnel, tell the judge, or e-file an interpreter request form.
- A Spanish interpreter is available in the court. Check-in with the Clerk's office when you arrive for your case.
- For all languages other than Spanish, an Interpreter Request Form must be e-filed to request an interpreter be present at future court dates.

💻 <https://tinyurl.com/ILInterpreter>

❓ See the Circuit Clerk's Office for more information on submitting a request for an interpreter.

RESOURCES IN THE COURTHOUSE & COMMUNITY



General Resources

- ☐ **Illinois Legal Aid Online**
 - Legal information, videos, forms and instructions for going to court. Available for free online in English, Spanish, and Polish.
 - Chat with volunteers to get help finding forms and legal information- click the green "chat with us" box to get started.
 - Select "Get Legal Help" at the top of the screen to get a legal aid or lawyer referral.

www.illinoislegalaidth.org

- ☐ **Illinois LawyerFinder**
 - Assistance in finding an attorney who specializes in a specific area of the law. Receive a 30-minute consultation with a lawyer in your area for no more than \$25.

1-800-922-8757

<https://www.zeekbeek.com/isba>

- ☐ **Lake County Bar Association**

- Assistance in finding an attorney who specializes in a specific area of the law.

847-244-3143

<https://www.lakebar.org/>



Free Attorneys

Pro bono attorneys may be able to represent an individual in a case free of charge.

- ☐ **Prairie State Legal Services**

- Provides free civil legal services to low-income persons and senior citizens in 36 counties in northern Illinois.

847-662-6925 or 1-800-942-3940

325 Washington St., Suite 100

Mon-Thur. 9:00 am-1:00 pm; Wed. walk-in hours 1:00 pm-1:30 pm.



Veteran Services

- ☐ **Illinois Armed Forces Legal Aid Network (IL-AFLAN)**

- Statewide hotline that provides legal information, advice, brief services (including the preparation and review of legal documents), and referrals to veterans, service members, National Guard, reservists, and their spouses and dependents.

855-452-3526 OR 855-IL-AFLAN

<https://tinyurl.com/AFLAN>

- ☐ **Veterans Assistance Commission of Lake County**

- Serves low-income, homeless, disabled, at-risk veterans, and their families.
- Honorably discharged veterans may be eligible for services, subject to program requirements and income guidelines.
- Assistance with Veteran's Treatment Court.

847-377-3344

<https://www.lakecountyil.gov/725/Veterans-Assistance-Commission>



Mediation Programs

- ☐ **Arbitration Center**

- Mediation services for civil, family, mortgage foreclosure, and small claims cases.
- Mediation may be free for those who qualify.
- Interested parties should speak with the judge assigned to their case.

847-377-3700

415 Washington St., Suite 106

Mon-Fri. 8:00 am-4:30 pm

<https://19thcircuitcourt.state.il.us/1419/Mediation-Programs>



Elder Initiatives

- ☐ **IL Department of Aging**

Senior HelpLine: 1-800-252-8966

Adult Protective Services Hotline (24 hours/7 days) - report elder abuse: 1-866-800-1409



Domestic Violence & Sexual Assault Services

- ☐ **A Safe Place**

- Provides counseling services, emergency shelter program, court-ordered family visitation, and court advocacy.

847-731-7165 or 847-249-4450 (24 hour crisis hotline)

<https://asa.placeforhelp.org>

- ☐ **Zacharias Sexual Abuse Center**

- Provides counseling for adults and children, referral services, and court advocacy.

847-244-1187 or 847-872-7299 (24-hr support)

<https://zcenter.org>

- ☐ **Lake County State's Attorney**

- State's Attorney's Office is responsible for prosecuting criminal acts in Lake County.
- Provides crime victims with information and social service referrals.

847-377-3000

<https://www.lakecountyil.gov/513/States-Attorneys-Office>

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