

Referrals for People Without Lawyers at the Madison County Courthouse

Third Judicial Circuit - 155 North Main Street, Edwardsville, IL 62025; Hours - M-F from 8:30 am to 4:30 pm

RESOURCES IN THE COURTHOUSE



Self-Help Assistance

Legal Self Help Center

- Find general legal information and court forms.
- Speak with the Legal Self Help Center Clerk, who can assist with general forms and court process questions.
- Access to computers and the internet.

☎ 618-296-4900

📍 155 N. Main St., Lower Level Room 24

🕒 8:30 am - noon; 1:00 pm - 4:30 pm

Law Library

- Access to legal reference books and Westlaw (legal research program).
- Assistance with federal and state legal research.
- Access to computer terminals, court forms, and photocopying.

☎ 618-296-5921

📍 155 N. Main St., Lower Level Room 24

🕒 8:30 am - noon; 1:00 pm - 4:30 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.

📍 Within the Law Library and Information Desk - 155 N. Main St., Lower Level



Emergency Orders of Protection

Assistance with Orders of Protection

- Emergency Orders of Protection are seen by judges daily.
- Land of Lincoln Legal Aid and Oasis Women's Center are available to assist self-represented individuals complete and e-file the necessary forms.
- The Law Library and Legal Self Help Center are also available to assist. If you need to complete the paperwork at the Courthouse, we highly recommend you arrive no later than 3:00 pm.

☎ 618-296-5412

📍 155 N. Main St., Lower Level Room 14A

🕒 Heard daily between 8:30 am and 4:30 pm



E-Filing

Assistance with E-Filing

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

☎ Circuit Clerk: 618-692-6240

📍 The Circuit Clerk's Office can provide assistance with e-filing.

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

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



Elder Initiative

Elder Law & Justice Division

- Provides seniors (60+) with later docket times, accessible courtrooms, and consolidation of cases.
- When e-filing, include in the e-filing submission that you are requesting special accommodations due to age.

☎ **General Questions:**
618-296-4580

☎ **ADA Questions:**
618-296-4884

📍 See the Clerk's Office for more information - 155 N. Main St., Room 120



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.
- An Interpreter Request Form must be e-filed to request an interpreter be present at future court dates.

💻 <http://tinyurl.com/InterpreterRequestForms>

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

RESOURCES IN THE 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.
- Select "Get Legal Help" at the top of the screen to get a legal aid or lawyer referral.

www.illinoislegalaids.org

IL Court Help

- Court guides help you understand and go through the court process including e-filing.

833-411-1121
Call or Text
Monday - Friday
8:30 am - 3:00 pm

<https://www.ilcourthelp.gov>

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

<http://tinyurl.com/LawyerFinder>



Limited Scope Representation

Finding an Attorney for a Fee

- Limited scope representation is when an attorney helps on certain areas of the case, but not on others. There will be a fee, but much smaller than if the attorney took the entire case.
- A list of attorneys available for limited scope representation is available in the Law Library.

See Legal Self Help Center - 155 N. Main St., Lower Level Room 24



Free Attorneys

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

Land of Lincoln Legal Aid

- Provides free civil legal services to low-income persons and senior citizens in 65 counties in central and southern Illinois.

877-342-7891

Mon-Thur. 9:00 am-4:00 pm; Fri. 9:00 am-1:30 pm

Catholic Charities Legal Services

- Helps people with little to no income in obtaining pro bono legal assistance from area lawyers in specialized fields.

1-800-745-5194

Legal Advice Clinic

- 30 minutes of free legal advice with an attorney, who will **not** necessarily represent you in your case.
- Offered to low-income individuals.
- Must be scheduled with the Legal Self Help Center in the Courthouse.

618-296-4900



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/ILAFLAN>

Additional Veteran Services

- More resources available in the Legal Self Help Center in the Courthouse.
- Veterans' Assistance Commission

157 N. Main St. Ste 115

618-296-4554

mcvac@madisoncountyiil.gov

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



Forms

Madison 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://tinyurl.com/MadisonForms>

Illinois Courts Website

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

<https://tinyurl.com/ILForms>



Domestic Violence Services

Oasis Women's Center

618-465-1978 (Alton) or
1-800-244-1978

IL DV Hotline

1-877-863-6338

ilcadv.org

Land of Lincoln Legal Aid

618-462-0029 or
1-877-342-7891

Metro East Every Survivor Counts (Sexual Assault)

618-397-0975

Madison County State's Attorney

618-692-6280

NOTES:

