



**Nineteenth Judicial Circuit
Lake County, Illinois**

Standing Order for Default Motions

Motions for Default Judgment.

A. Motions for Default Judgment should be set at 9:00am.

B. The moving party shall send notice by regular mail of the motion for default to the party sought to be defaulted even if that party never appeared, as well as to all other parties in the case. The notice should be directed to the last known address of the alleged defaulting party.

C. If a default order is entered, a subsequent prove-up date is usually set and the movant is required to send a copy of the default order including the prove-up date to the defaulted party, as well as to all other parties in the case. A proof of service of that order must be filed on or before the prove-up date.

D. An Affidavit as to Military Service concerning the party sought to be defaulted is required at prove-up.

Dated this 15th day of August 2024.

/s/Joseph V. Salvi
Joseph V. Salvi
Circuit Judge