

STATE OF ILLINOIS
HUMAN RIGHTS COMMISSION

IN THE MATTER OF :)
)
)
 Complainant,)
)
)
 and)
)
)
 Respondent.)

CHARGE NO (S):
EEOC / HUD NO (S):
ALS NO (S):

NOTICE OF HEARING

You are hereby notified that I shall appear on _____, 20____, at _____ a.m./ p.m. (circle one) at the offices of the Illinois Human Rights Commission, 100 West Randolph Street, Suite 5-100, Chicago, Illinois, and present the attached motion for hearing, at which time you may appear, if you so desire.

CERTIFICATE OF SERVICE

I certify that I served a copy of this notice of hearing and attached motion upon all parties of record, specifically (write in the name and address of the attorney or attorneys for the other party or parties).

By hand delivery/ placing a copy in the U.S. mail properly addressed and posted for delivery (circle one), on _____, 20____.

(SIGNATURE)

Signed and sworn to before me on _____, 20____.

(Notary)

INSTRUCTIONS: You must file the original and one copy of this notice and motion with the Commission and send a copy, with the caption and all other blanks filled in, to each of the other parties (in care of their attorneys) to your case. Dates for hearings on motions are in the blue binders known as the “motion books” located at the front desk of the Commission. You must write your case name, ALS number and type of motion in that book in order for your case to be called on the day of the hearing. You yourself, not your spouse or friend, must present your motion on the day you have selected; otherwise, your motion will not be granted.