



Supreme Court of Illinois  
**Commission on Access to Justice**

3101 Old Jacksonville Road  
Springfield, Illinois 62704  
Phone (217) 558-4490  
Fax (217) 785-3905

222 North LaSalle Street, 13<sup>th</sup> Floor  
Chicago, Illinois 60601  
Phone (312) 793-3250  
Fax (312) 793-1335

April 21, 2015

Re: Illinois Supreme Court Policy on Assistance to Court Patrons by Circuit Clerks, Court Staff, Law Librarians, and Court Volunteers

Dear all,

On behalf of the Supreme Court Commission on Access to Justice, I am pleased to share with you the new *Illinois Supreme Court Policy on Assistance to Court Patrons by Court Clerks, Court Staff, Law Librarians, and Court Volunteers*. The policy, which was adopted by the Supreme Court effective April 1, 2015, was developed by the ATJ Commission and its Court Guidance & Training Committee after extensive consultation with judges, court clerks and law librarians around Illinois.

The purpose of the policy is to guide circuit clerks, law librarians and other front-line court personnel with respect to the assistance they can provide to court patrons, especially patrons trying to navigate the court system without the representation of a lawyer.

The ATJ Commission's Court Guidance & Training Committee will work with the AOIC and the Illinois Association of Court Clerks to support understanding of the policy through future training events. Any questions regarding the policy may be directed to the Court Guidance & Training Committee Co-Chairs - Hon. Michael J. Sullivan, Chief Judge of the 22<sup>nd</sup> Judicial Circuit and Hon. Kelly Cheesman, Circuit Clerk of Knox County.

Sincerely,

Timothy W. Kelly

Chair of the Illinois Supreme Court Commission on Access to Justice

Cc: Hon. Thomas L. Kilbride, Justice of the Illinois Supreme Court  
Hon. Michael J. Sullivan, Chief Judge of the 22<sup>nd</sup> Judicial Circuit  
Hon. Kelly Cheesman, Circuit Clerk of Knox County  
Danielle Hirsch, Assistance Director, Civil Justice Division, AOIC