

Referrals for People Without Lawyers at the Kane County Judicial Center

Sixteenth Judicial Circuit - 37W777 IL Rt. 38, St. Charles, IL 60175; Hours - M-F from 8:00 am to 4:30 pm

RESOURCES IN THE COURTHOUSE & COMMUNITY



Self-Help Assistance

- ☐ Kane County Law Library & Self-Help Legal Center
 - Find general legal information and court forms.
 - Access to computers, WiFi, and photocopying.
 - Access to legal reference books and Lexis (legal research program).
 - Assistance with federal & state legal research.

☎ 630-406-7126

📍 Kane County Judicial Center, 2nd Floor

🕒 Mon., Tues., Thurs., Fri.: 8:30 am-4:30 pm; Wed.: 8:30 am-8:00 pm

💻 <http://kclawlibrary.org>

- ☐ 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.

📍 Located in the Law Library & Self-Help Center, 2nd Floor



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 the circuit clerk, 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.
 - Translation services are not provided for services outside of the courtroom.

💻 <https://tinyurl.com/ILInterpreter>

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



Emergency Orders of Protection

- ☐ Assistance with Orders of Protection
 - Emergency Orders of Protection are heard by judges from 8:30 am-4:30 pm (except from noon-1:00 pm).
 - Prairie State Legal Services or law clerks are available to assist self-represented litigants complete and file the necessary forms.

📍 Kane County Judicial Center, Room 149

🕒 M-F: 8:30 am-4:30 pm



General Resources

- ☐ Illinois Legal Aid Online
 - Legal information, videos, forms and instructions for going to court. Available for free online.
 - Chat function available to ask questions of volunteer attorneys. Select "Get Legal Help" at the top of the screen to access the help function.
 - Assistance available in English and Spanish.

💻 www.illinoislegalaids.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>

- ☐ Kane County Bar Association
 - Find an attorney who specializes in a specific area of the law in Kane County.

☎ 630-762-1900

💻 <https://kanecountybar.org/>



E-Filing

- ☐ Assistance with E-Filing
 - ALL civil court documents must be e-filed unless you are eligible for an exemption.**
 - Document scanning and E-filing assistance is available in the courthouse. Ask the Circuit Clerk for assistance.
 - The Law Library & Self-Help Center also provides e-filing terminals where staff can assist with the e-filing process.

☎ 630-232-3413 (Clerk); 630-406-7126 (Library)

📍 Circuit Clerk's Office: 540 S. Randall Rd., St. Charles

💻 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 Clerk's Office. The IL Courts Exemption from E-Filing for Good Cause form is available at <https://tinyurl.com/ILExemption>



Forms

- ☐ Kane County Circuit Clerk
 - The Circuit Clerk's website includes many of the necessary forms to begin a case or file into an existing one.
- 💻 <http://cic.countyofkane.org>
- ☐ Illinois Courts Website
 - The Illinois Supreme Court's website provides plain language legal forms for self-represented litigants.
- 💻 <https://tinyurl.com/ILForms>

RESOURCES IN THE COURTHOUSE & COMMUNITY



Free Attorneys

Pro bono attorneys may be able to assist individuals with their case for no charge (some services require income qualification.)

☐ Prairie State Legal Services

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

☎ 630-232-9415 or 1-800-942-4612

📍 1024 West Main St., St. Charles

🕒 Mon-Fri: 8:30 am-5:00 pm

💻 <https://www.pslegal.org>

☐ Administer Justice

- Provides free civil legal services and pro se coaching for low-income persons.

☎ 1-877-778-6006

💻 <http://administerjustice.org>

☐ Divorce & Parentage Form Help

- Walk-in service at the Kane County Law Library & Self-Help Legal Center where Family Law lawyers volunteer to help self-represented litigants fill out divorce and parentage forms for pending Kane County cases.

☎ 630-406-7126

📍 Kane County Judicial Center, 2nd Floor

🕒 Thurs.: 11:00 am-12:00 pm

☐ Lawyer in the Library

- By appointment only at the Kane County Law Library & Self-Help Legal Center. Meet with an attorney for 30 minutes about your Kane County case.

📍 Kane County Judicial Center, 2nd Floor

🕒 <http://www.kclawlibrary.org/Pages/lawyer-in-library.aspx>

☐ Lawyer in the Lobby

- Walk-in service by the Kane County Bar Association where lawyers will answer brief civil law questions about your case.

📍 100 S. 3rd St., Geneva

🕒 Fridays only: 9:00 am-end of court call.

☐ Ask a Lawyer Day

- Ask a lawyer your Kane County legal question by phone.

☎ 630-762-1900

🕒 Second Saturday of every month from 9:00 am-12:00 pm. Sponsored by the Kane County Bar Association.



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 Kane County

- Provides temporary (emergency) financial assistance, as well as non-financial services to veterans and their families, including: mortgage/rent payments; utility payments; food; and VA claims.

☎ 630-232-3550

📍 719 Batavia Avenue, Building A, Geneva

🕒 Mon-Fri.: 8:30 am-4:30 pm; by appointment only

💻 <http://www.countyofkane.org/pages/veterans.aspx>



County Offices

☐ Kane County Clerk

- Obtain vital records (birth and death certificates), marriage licenses, election and property info, register to vote, and apply for passports.

☎ 630-232-5950

📍 719 S. Batavia Ave., Bldg. B, Geneva and 5 E. Downer PL., Suite F, Aurora

💻 <http://www.kanecountyclerk.org>

☐ Kane County Sheriff's Office

- Civil process service for a fee.

☎ 630-208-2010

📍 Kane County Judicial Center - 37W755 IL Route 38, St. Charles

💻 <http://kanesheriff.com>



Domestic Violence & Sexual Assault Services

☐ Mutual Ground

- Offers domestic violence services in the Greater Aurora area, Southern Kane and all of Kendall County including: emergency shelter; court advocacy; counseling services; prevention education; and community awareness.

☎ 630-897-0084 (office); 630-897-0080 (24 hr DV crisis hotline); or 630-897-8383 (24 hr sexual assault hotline).

💻 <http://www.mutualground.org>

☐ Community Crisis Center

- Serves northern half of Kane County, including St. Charles for help with situations including domestic violence, sexual assault, homelessness, suicide, and other crisis situations.
- Services include emergency shelter; counseling; legal and medical advocacy; and family services.

☎ 847-742-4088 (office); 847-697-2380 (24 hr crisis hotline); or 847-697-9740 (24 hr Español crisis hotline).

💻 <https://www.crisiscenter.org>



Family Services

☐ Children's Waiting Room

- Free, secure, short-term supervised child care is available for people with court-related business in the Judicial Center.

☎ 630-232-3954

📍 Kane County Judicial Center, Lower Level

☐ Kids 1st Program - Kane County Diagnostic Center

- Kane County Circuit Court's mandated parenting education program for when the allocation of parental responsibilities may be at issue.

☎ 630-232-5856

📍 530 S. Randall Rd., St. Charles

💻 <https://www.kids1stkane.com>

NOTES:
