



City/Village of _____,
Petitioner,

Citation No. _____

v

_____,
Respondent.

MOTION TO VACATE DEFAULT JUDGMENT

NOW COMES the above-named respondent, and asks this Administrative Body to vacate the default judgment entered against the respondent in the above captioned matter. I did not contest (in-person) the above-referenced citation(s) for the following reason(s):

- 1.) _____
- 2.) _____
- 3.) _____

Under penalties of perjury (735 ILCS 5/1-109), respondent swears/affirms the truth of the statements set forth above.

Date: _____

Respondent's Signature/Attorney for Respondent

Respondent's Address and Phone #

Do Not Write Below This Line

ORDER

This matter being heard on the above Motion and the Administrative Body being fully advised,
IT IS HEREBY ORDERED THAT:

The Motion to Vacate is: _____.

ENTERED: _____

Hearing Officer

Date: _____