

ADDITIONAL INFORMATION

Other Brochures available from
The office of
Community Relations:

Fair Housing

Commitments & Programs

Housing Counseling

The Office of Community Relations
is ADA Compliant.

City of Springfield
The Office of Community Relations
1450 Groth Street
Springfield, Illinois 62703
217-789-2270
Fax. 217-789-2268



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Updated 6/7/2016



**WHAT EVERY
TENANT SHOULD
KNOW ABOUT
EVICTION PROCEDURES**

City of Springfield

What Every Tenant Should Know About Eviction Procedures

Step 1 - Written Notice Served

Rent Delinquency - The tenant is entitled to a five (5) day written notice. If the delinquent amount is not paid in full, the landlord must proceed to Step 2 unless the tenant moves voluntarily.

Breach of Lease - The tenant is entitled to a ten (10) day written notice. If the tenant does not move voluntarily, the landlord must proceed to Step 2.

Oral Lease - The tenant is entitled to a thirty (30) day written notice. If the tenant does not move voluntarily, the landlord must proceed to Step 2.

Once the written notice period has expired, the landlord must file for an eviction in the Circuit Court. The tenant will then be served with a summons to appear in court on the specified date and time. The tenant is not required to be represented by counsel but may choose to hire counsel or represent himself/herself.

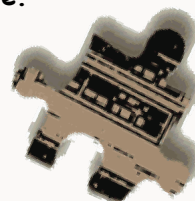


Step 2 - Filing A Lawsuit

LAW OR INTIMIDATION?

A tenant must be aware of how the eviction process works and be able to tell between what is the law and what is intimidation. If a tenant is renting a dwelling with an oral or written lease, he/she must be aware of the following facts:

- A landlord may start eviction procedures: at the end of the term of the lease if the tenant does not leave; if the tenant is delinquent in rent payments; and/or if there is a breach of the lease agreement by breaking any of the rules in the lease.
- The landlord cannot evict a tenant based on discriminatory factors (i.e. race, color, national origin, religion, sex, disability, familial status, or sexual orientation)
- The landlord cannot issue a retaliatory eviction after the tenant has made a complaint about the condition of the property to an appropriate city and/or federal regulatory agency.
- The landlord cannot take retaliatory action in an attempt to evict a tenant (i.e. changing locks, placing a lien on personal property, or turning off utilities).



Step 3 - The Hearing

The judge will take into consideration the concerns of both parties in the eviction process before rendering a final decision as to the disposition of the case.

Step 4 - The Court Order

If the court issues an eviction order, the tenant will be ordered to leave the rental unit by a specified date. If the tenant refuses to comply with the eviction order, the sheriff can be ordered to remove the tenant without further court action.

COUNSELING

If you have any additional questions regarding eviction procedures or housing, please feel free to contact our Housing Counseling Division at 789-2270. We are open Monday through Friday from 8:00 a.m. to 4:30 p.m.

