

**IN THE CITY OF SPRINGFIELD, ILLINOIS
CODE HEARING DEPARTMENT**

THE CITY OF SPRINGFIELD, ILLINOIS,)
a Municipal Corporation,)
)
Plaintiff,)
)
vs.)
)
_____)
_____)
Defendant(s).)

Case No. ___-AC-_____

PETITION TO SET ASIDE ORDER OF DEFAULT

NOW COMES the Defendant, _____, and hereby petitions the Code Hearing Officer to set aside the Findings, Decision and Order of Default entered in the above-captioned matter on _____, **20**__ and in support thereof does state, under oath, that the Defendant was unable to attend said hearing for good cause or did not receive proper service of process (circle applicable reason), for the following specific reason(s):

Date Defendant's Signature

Defendant's or Counsel's/representative's address City, State, Zip, and Telephone No.

ORDER

This matter coming to be heard on the above Petition, and the Code Hearing Officer being advised in the Premises, **IT IS HEREBY ORDERED THAT:**

___ The Petition is **Granted** and a new Hearing is scheduled for: _____ at _____ A.M.
Council Chambers, Municipal Center West
300 South 7th Street, Room 301
Springfield, IL 62701

___ The Petition is **Denied** as untimely.
___ The Petition is **Denied** on the merits.

DATED: _____ **ENTERED:** _____
Code Hearing Officer