

ADMINISTRATIVE ADJUDICATION  
DIVISION  
(815) 724-3794  
(815)724-3801 Fax



**150 WEST JEFFERSON STREET  
JOLIET, ILLINOIS 60432-4158**

Date: \_\_\_\_\_

Respondent's Name: \_\_\_\_\_

Respondent's Address: \_\_\_\_\_

Respondent's Phone Number: \_\_\_\_\_

Violation: \_\_\_\_\_

Citation No.: \_\_\_\_\_

**MOTION TO SET ASIDE DEFAULT JUDGMENT**

NOW COMES the above-named respondent, and hereby moves the Administrative Hearing Officer of the City of Joliet to set aside the Findings, Decision & Order entered by Default in this matter on \_\_\_\_\_, and grant a new hearing.

In support of this Motion, respondent, under oath, states as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand that if this Motion is granted, the new hearing will commence immediately, and I must bring all evidence necessary to present my case.

Under penalties of perjury (75 ILCS 5/1-109), respondent swear/affirms the truth of the statements set forth above.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Respondent's/Attorney for Respondent Signature

Division of Administrative Hearings Use Only

**NOTICE OF HEARING**

Respondent's Motion to Set Aside default Judgment is Denied / Granted and scheduled for \_\_\_\_\_ at \_\_\_\_\_ in the Joliet City Hall Council Chambers at 150 West Jefferson Street, Joliet, IL without further notice.