



**Mariyana T.  
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Clerk of the Circuit Court Cook County

# Civil Appeal Filings

The Civil Appeals Division is responsible for processing civil appeals and preparing supplemental records.

**Civil Appeals Division, Room 801  
Daley Center, 50 W. Washington  
Chicago, IL  
(312) 603-5406**

## **What is a Civil Appeal?**

A Civil Appeal is when a party who loses a case in the circuit court appeals the case to the appellate court. This process begins with the filing of a Notice of Appeal.

## **What is a Notice of Appeal?**

A Notice of Appeal serves as notice that one of the parties in a civil case is asking for a review of the lower court's decision. If the appeal is successful, the matter may be returned to the trial court for additional proceedings including a new trial.

## **Where do I file a Notice of Appeal?**

Civil Notices of Appeal are filed at the Daley Center or online at [illinois.tylerhost.net/ofsweb](http://illinois.tylerhost.net/ofsweb). Notices of Appeal filed in the districts are forwarded to the Civil Appeals Division.

## **How much does it cost to file a Notice of Appeal?**

There is no fee to file a Notice of Appeal but there are fees directly relating to the preparation of the Record on Appeal. That cost is a deposit of \$70, to be applied against the final fee.

- Over 100 pages and less than 200, costs \$100
- There is an additional fee for each page over 200 and costs \$.25 per page

## **How can I get the Circuit Court fees waived?**

The fees can be waived if a judge approves your application Sue or Defend as a Poor Person also known as a 298 Petition.

***The Clerk of the Circuit Court of Cook County is barred by law from providing legal advice.  
This document is not legal advice. If you have any questions, you should consult an attorney.***

**Self Represented Litigant Center: (872) 529-1093  
Customer Service: (312) 603-5030  
[www.cookcountyclerkofcourt.org](http://www.cookcountyclerkofcourt.org)**

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 **The Clerk of the Circuit Court of Cook County**