

Rule 103 Emergency Motions

Pursuant to Illinois Supreme Court Rule 361(g), emergency motions shall be filed and disposed of as follows:

- (a) An emergency motion may be filed only if an appeal has been docketed. The title of the motion shall include the words “Emergency Motion.” If the motion requires the Court to act within a specific time, that information shall be set out in the first paragraph of the motion. The motion shall specify the nature of the emergency and the grounds for the specific relief requested. The motion shall also state what relief was sought in the trial court or why no relief was sought in that court. The movant shall attach to the motion every trial court and appellate court document relevant to the motion. An emergency motion should be filed only when it involves a genuine emergency.
- (b) The movant shall immediately serve the motion on every other party electronically or, if permitted by Illinois Supreme Court Rule 11(c), personally. The type of service made shall be specifically noted on the proof of service filed with the motion.
- (c) Except in extraordinary circumstances necessitating an earlier ruling on the motion, or unless opposing counsel has indicated no objection to the motion, the Court will allow any non-moving party two business days to respond to the motion.