



# VILLAGE OF BARTLETT PETITION TO VACATE DEFAULT JUDGMENT



**THIS FORM MUST BE COMPLETED, POSTMARKED AND MAILED OR DELIVERED TO THE BARTLETT POLICE DEPARTMENT, 228 S. MAIN ST, BARTLETT, IL 60103 WITHIN 21 DAYS OF THE DATE ON THE FINDINGS, DECISION AND ORDER AND THE NOTICE OF DETERMINATION OF LIABILITY**

**CITATION NUMBER:** \_\_\_\_\_ **CITATION ISSUE DATE:** \_\_\_\_\_

**LOCAL ADJUDICATION HEARING DATE:** \_\_\_\_\_

**NAME** \_\_\_\_\_ **PHONE** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_ **CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_ **ZIP** \_\_\_\_\_

At the above local adjudication hearing date, a default judgment was entered against me. I was in held in default because I failed to appear at the hearing. The reason why I did not appear at the local adjudication hearing was:

- the cited violation fine had already been paid
- I was not the owner or lessee of the cited vehicle on the date the violation was issued
- the following excusable reason:

---



---



---



---



---



---

Please include all supporting documentation to substantiate your request. The ordinance enforcement officer will review your "Petition to Vacate Default Judgment" and notify you whether or not your request to vacate the default judgment is approved. If approved, you will be provided a new local adjudication hearing date and time.

**You have been assigned the following Local Adjudication Hearing Date:**

**HEARING DATE:** \_\_\_\_\_ **TIME: 4:30**

**PLACE: Village Of Bartlett, Council Chambers, 228 South Main Street, Bartlett, IL 60103**