



In 2, enter the State's Attorney office that prosecuted your cases. This contact information is publicly available online or from your county Circuit Clerk at: [illinoiscourts.gov/courts/circuit-court/circuit-court-clerks/](http://illinoiscourts.gov/courts/circuit-court/circuit-court-clerks/).

In 3, enter the name of the county where you are filing your *Motion*.

In 4, check the box if you have or are getting a fee waiver.

2. To: \_\_\_\_\_ County State's Attorney  
*County Name*  
\_\_\_\_\_  
*Street Address City State ZIP*

3. I have filed a *Motion to Vacate & Expunge Eligible Cannabis Convictions* with the Circuit Clerk of \_\_\_\_\_ County, Illinois.  
*County Name*

4.  I am seeking a fee waiver under Supreme Court Rule 298, or have attached an *Order* waiving my filing and State Police fees.

5. The Circuit Clerk will mail a copy of this *Notice* and the *Motion* to the county State's Attorney listed.

  /s/   \_\_\_\_\_  
*Your Signature Date*

Prepared by: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City, State, ZIP: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Attorney # (if any): \_\_\_\_\_

**CERTIFICATE OF MAILING**

The undersigned certifies that the above *Notice* and attached documents were placed in the U.S. mail with first class postage prepaid to the State's Attorney listed above.

\_\_\_\_\_  
*Signature of Circuit Clerk Name of Deputy Clerk*

**DO NOT** fill out this section. The Circuit Clerk will sign and mail it.