

## **STANDING ORDER**

***EFFECTIVE: July 18, 2025***

Honorable Jamie Dickler, Judge  
zoom info : 958-0588-9933 password : 871-226  
Probate Division – Calendar 9 – Minor Guardianship  
Daley Center, 50 W. Washington St. – Room 1806  
Chicago, IL 60602  
312-603-7546 – office  
Zoom Link: [Click Here](#)

10:00AM	New Petitions; Uncontested Matters and Emergencies
11:00am	Loyola GAL Cases; Status on Contested Matters (set by Judge only) CVLS GAL Cases; Status on Contested Matters (set by Judge only)
2:00pm	Contested Trials and Hearings Set by Court

For all Petitions for Guardianship, Successor Guardianship or Termination of Guardianship the petitioner must provide the following for the first court date:

- Minor's birth certificate
- Any and all death certificates for parents listed on birth certificate
- Proof of notice to all parties on "Exhibit A" either by certified mail if address is known or publication if address is not known
- Notarized consents from parties in lieu of notice
- Completed background check (CANTS/LEADS) forms for petitioner and all adults in the petitioner's home
- Minors 14 y/o or older must be given actual notice and be present in Court or sign the nomination portion of the Petition

A courtesy copy of all paperwork shall be e-filed to cook county clerk's office either online or on the 12<sup>th</sup> floor of the Daley Center. All proposed orders should be sent to [probatecr1806orders@cookcountycourt.com](mailto:probatecr1806orders@cookcountycourt.com), only GAL reports and motions filed should be sent to [jamiel.dickler@cookcountyl.gov](mailto:jamiel.dickler@cookcountyl.gov) or delivered to chambers no later than 4:00pm on the two business days preceding the Court date. All paperwork emailed or delivered MUST include the case name (minor's name), the case number and next court date. Any and all courtesy copies that exceed 20 pages in length shall have a hard copy delivered.

Matters alleged to require emergency scheduling will be heard as add-ons on the 10:00am call the day after the filing of the emergency motion, if filed before 10am the preceding day. A courtesy copy of the motion marked "EMERGENCY MOTION" must be emailed to [jamiel.dickler@cookcountyl.gov](mailto:jamiel.dickler@cookcountyl.gov) when filed and include a factual basis stating the nature of

the emergency. If the Court determines that the matter presented is not a true emergency, the matter will be set by the Clerk's office on the regular motion call.

There are no official court reporters assigned to the Minor Guardianship Court. A party desiring a transcript of proceedings in Calendar 9 is responsible for providing a court reporter.

For all matters set for trial or hearing on the 2:00pm call, a witness list (including names, addresses, phone numbers) and all discovery must be tendered to all parties and the court ([jamiel.dickler@cookcountyl.gov](mailto:jamiel.dickler@cookcountyl.gov)) 1 week prior to the commencement of the trial or those witnesses and exhibits will be excluded at trial. The witness list should include the case name (minor's name), the case number and next court date.

For SIJS cases, if the Minor is 18 or older and the parents address is unknown or out of the country you may include language that the parent voluntarily relinquished physical custody of the Minor in the petition to satisfy the notice requirement.

For all cases please email courtesy copies at least 2 business days ahead of the scheduled court date. Include the date of the hearing in the subject line of the email. Please include individual attachments for all of the documents. The courtesy copies go to [jamiel.dickler@cookcountyl.gov](mailto:jamiel.dickler@cookcountyl.gov)

Thank you.