

**DOMESTIC RELATIONS**

**STANDING ORDER NO. 4**

(Appearance & Withdrawal of Attorneys)

This **Standing Order No. 4** adopts, incorporates and reiterates the requirements of Illinois Supreme Court Rule 13, and reflects the Court's exercise of its discretionary authority pursuant to Supreme Court Rules 201 & 219 as well as its general case management obligations and authority.

- Addressing the Court.** An attorney shall file his or her written appearance or a signed pleading before he or she addresses the Court unless he or she is presenting a motion for leave to appear, by intervention or otherwise. The Court may, in its discretion, require any attorney appearing for the first time on behalf of a party to complete and sign a written appearance form before speaking to the Court on behalf of that party.
  
- Motions to Withdraw.** Absent agreement of the parties or good cause shown in a verified motion for leave to withdraw, no motion to withdraw may be noticed for presentment on a date set by the Court for a trial or other contested evidentiary hearing. "Good cause" for presentment of a motion to withdraw on a trial or hearing date does not include a client's failure to comply with his or her financial commitments to the attorney.
  
- Substitution of Attorneys.** Absent agreement of the parties or good cause shown in a verified motion to continue, an attorney substituting into a case for another attorney is expected to comply with all existing deadlines and to be prepared for all previously scheduled pre-trial settlement conferences, trials and/or contested evidentiary hearings.

Opposing counsel in cases involving motions to withdraw and substitutions of attorneys shall keep in mind the "Statement of Professional Aspirations for the Legal Profession in the 17th Judicial Circuit" in evaluating whether to object or agree to continuances associated with those motions.<sup>1</sup>

**SO ORDERED.**

Entered: 5/3/2021



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**JUDGE OF THE CIRCUIT COURT**

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<sup>1</sup> <http://www.illinois17th.com/images/aspirations.pdf>