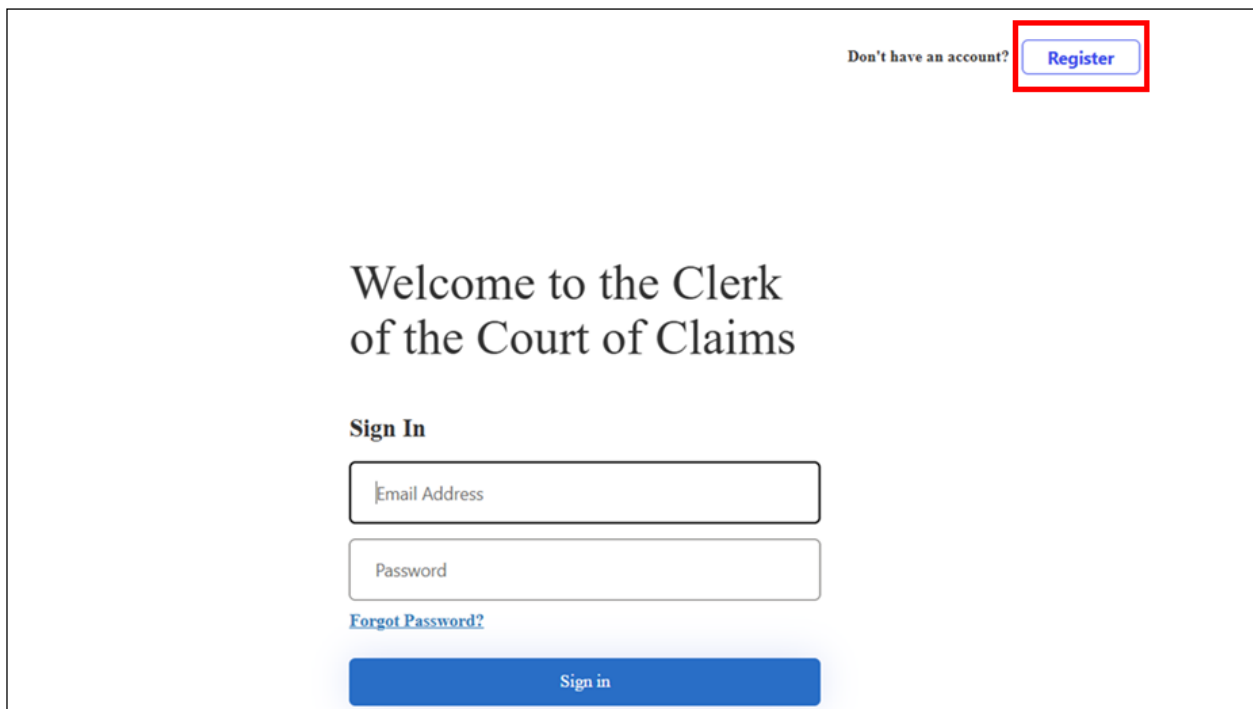


Follow these steps for New User Registration-Attorney

1. Go to <https://www.ilsos.gov/departments/court-of-claims.html>, and select link to “File or Access a Claim”.



2. Select “Register” to create a new profile.



3. Select "Attorney"

Registration

Select an account type to start the registration process.

If you have never registered to eFile with the Clerk of the Court, please proceed by clicking the appropriate option below



Attorney



Self-Represented

4. Enter your name, email address, and contact information. *Note you may add support staff emails to your account to allow them to receive a copy of the filing status notifications sent to you from the system.

Attorney Registration

Contact Information

Prefix	First Name*	Middle Name
Last Name*		Suffix
Phone Number*		
Primary Email Address (user, eFile & eService notifications)*		

[+ Add another email for eFiling and eService notifications](#)

- Enter in your Illinois Bar ID, and your law firm address information, agree to “**Terms and Conditions**” and select “**Submit Registration**” to create an account.

Attorney Information

Bar ID*

2856745

State Selection*

IL

Law Firm, Organization, Govt Agency Name*

Law Firm LLP

Address Information

Address 1*

333 Circle Street

Address 2

City*

Chicago

State*

IL

Zip*

67954

☒ I agree to the [Terms & Conditions](#) and to receive service email notifications *

Back

Submit Registration

- A confirmation page will appear, directing you to check your email for your login credentials.

Thank you for registering

Your registration will be processed and once approved, you will receive a welcome email with instructions on how to proceed.

*Please note that you will not be able to eFile until you receive this confirmation/welcome email.

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