

IN THE CIRCUIT COURT OF THE 21<sup>ST</sup> JUDICIAL CIRCUIT  
KANKAKEE COUNTY, STATE OF ILLINOIS

**CIVIL LAW STANDING ORDER**

Judge Parkhurst Courtroom 204

CH non-mortgage foreclosure, ED, EV, LA, LM—Jury, MR—Jury or money damages, SC—Jury, TX cases.

**JUDGE'S CLERK:** Tricia Entwistle 815-936-5740. Clerk handles all scheduling.

**EMERGENCY MATTERS:** must be set by permission from the Clerk.

**NOTICES:** must comply with Illinois Supreme Court Rule 11.

**9:00 AM CASE MANAGEMENT CALL:** covers routine matters, case management conferences, and matters easily disposed of within 5 minutes. All 9:00 AM appearances may be in person or via Zoom without prior court approval. The court logs onto Zoom for every 9:00 AM Call. The Court calls cases for attorneys present in the courtroom prior to attorneys appearing via Zoom.

**ZOOM:** The court logs off Zoom after the 9:00 am call and only logs back onto Zoom for pre-approved Zoom appearances scheduled by the Clerk. The court may revoke Zoom privileges for any person who abuses the privilege through behavior, inattention, or otherwise.

**Zoom Meeting ID:** 204 999 2049 (no password)

**9:30 AM – 4:30 PM CONTESTED CALL:** covers contested matters, evidentiary hearings, bench trials, and jury trials **IN PERSON** appearance required. The court may waive in person appearances in its discretion upon oral or written motion.

**CASE MANAGEMENT:** Upon case filing, the Initial Case Management Conference (CMC) date is automatically set on the 9:00 AM call within 60 days. The initial Case Management Order (CMO) is due 182 days after filing—regardless of service or pleadings.

**CASE MANAGEMENT ORDERS:** Parties shall use Judge Parkhurst's Rule 218 CMOs on Kankakee County Circuit Clerk's Website: <https://kankakeecountycircuitclerk.com/> CMOs must be signed by all counsel. Electronic signatures are acceptable.

**ORDERS.** Submit all orders to [lpcourtesy@kankakeecountyil.gov](mailto:lpcourtesy@kankakeecountyil.gov) for filing. All counsel/parties of record must be copied whenever using this e-mail to **AVOID EX PARTE COMMUNICATION**. Orders must contain submitting lawyer/firm name, address, phone, e-mail, and ARDC #. Orders are e-mailed only to the e-mails contained in the Order, otherwise; parties must call the Circuit Clerk's Office at 815-936-5700 and request a paid copy of the order. Kankakee does not have E-Filing of orders.

**BRIEFS:** shall be limited to 15 pages not including exhibits. For brief packets containing a brief over 20 pages (counting the attached exhibits), hard copies of all briefs must be submitted to the Judge at least 10—court days prior to the hearing. Submit 1 complete hard copy brief packet—no piecemeal submissions.

**HIPPA ORDERS:** Agreed HIPPA orders signed by all counsel may be submitted for entry without a court date to [lpcourtesy@kankakeecountyil.gov](mailto:lpcourtesy@kankakeecountyil.gov) Electronic signatures are acceptable.

**TRIAL DATES:** The court adheres to the *Illinois Supreme Court Time Standards for Case Closure* deadlines and will set trials accordingly.

<https://ilcourtsaudio.blob.core.windows.net/antilles-resources/resources/a15897fc-92a2-43af-9838-add108d077bc/Time%20Standards%20for%20Case%20Closure%20Policy.pdf>

**FINAL PRE-TRIAL:** requires In Person appearance and includes motions in limine, rulings on evidence depositions, agreed statement of the case, witness list, exhibit list, stipulations, preliminary jury instruction conference, and ruling on Rule 237 notices. Submit hard copy of pre-trial packets to Judge Parkhurst at least 14—court days prior to the final pre-trial.

**JURY TRIALS:** Jury selection begins Monday at 10:00 AM. Jurors are only summoned on Monday for that jury week. Jury trials start at 10:00 AM unless otherwise determined by the court. The court does not entertain motions on the day of trial. All pre-trial motions and motions in limine are presented and heard at the final pre-trial.

**Remote Testimony:** Oral/written motions are required for remote witness testimony. The remote witness environment is an extension of the courtroom and proper and appropriate safeguards are required.

**EVIDENCE PODIUM:** Parties must supply their own laptop or tablet to use the evidence podium.

The courthouse does not afford complete segregation of the jury. Lawyers are expected to instruct their clients to avoid contact with all jurors at all times.

Effective December 5, 2025

/s/ Lindsay Parkhurst

Lindsay Parkhurst Circuit Judge