



# A Brief List of Basic Legal Reference Materials for Public Libraries

---

## Primary Sources

### ***Illinois Compiled Statutes, State Bar Association Edition, West Group***

Simply put, the Illinois Compiled Statutes are the laws of the land. It is the set of books that contain the laws and acts that govern the State of Illinois. Published biannually and updated with a supplement, the Illinois Compiled Statutes is the cornerstone of any library's legal collection. Annotated versions of this product are available at a higher price.

### ***Illinois Court Rules and Procedure (Civil Procedure), West Group***

A three-volume set published annually, these books contain the current text of statutes and court rules governing state and federal civil procedure practice in Illinois, including amendments received through April of the year of publication.

### ***Moore's Federal Rules Pamphlets, Lexis Publishing***

A 4-volume paperback set, Moore's is a condensed guide to practice in the Federal Court system. Subject matter covered in this set includes the following areas: Evidence, Judicial code, Criminal, and Civil and Appellate rules and procedure.

### ***United States Code, West, Lexis, or the Government Printing Office***

While the United States Code exists on the internet, sometimes a print version is easier to look through. Unlike Illinois statutes, everyone under the sun publishes the United States Code. Annotated versions of this product are also available at a higher cost.

### ***West's Illinois Criminal Law and Procedure, West Group***

This set contains those code sections having to do with criminal law and procedure for the State of Illinois. This slice of the Illinois Code was formerly known as Chapter 38, and some may refer to it by that name.

### ***West's Illinois Family Laws and Court Rules, West Group***

This book is an extraction of Illinois Family Law from the Illinois Compiled Statutes. It covers important Acts as well as Procedures and Illinois Supreme Court Rules as they apply to family law. Published Annually.

### ***West's Illinois Probate Act and Related Laws, West Group***

Published annually, this book lists Illinois law pertaining to the probate courts, trusts, estates, gift taxes, wills, organ donorship, living wills, etc.

### ***West's Illinois Vehicle Code, West Group***

The Vehicle Code is the compendium of traffic laws for the State of Illinois. Take note, more serious "traffic" offenses are found in the Criminal code; i.e., DUI, vehicular homicide, etc.

---

## Reference Materials

### ***Federal Tax Guide, CCH Incorporated***

An authoritative income tax guide, this loose-leaf service is a concise source that explains federal income, estate and gift, payroll and selected excise taxes, and points out tax savings and tax planning opportunities. This service is updated on a monthly basis.

### ***Illinois Criminal Law, Lexis/Michie***

This two-volume set is a comprehensive examination of Illinois criminal offenses, and the complementary defenses available to those offenses.

### ***Illinois Domestic Relations Forms, Lexis/Michie***

This volume makes an excellent companion to the IICLE Family Law publication. The IICLE set is an excellent guide to law and procedure in the area of family law, but this volume is by far the most complete set of forms for Illinois family law.

### ***Illinois Practice, West Group***

Illinois Practice is an 8-volume set outlining practice and procedure for all major practice areas in Illinois. Specific volumes include the Uniform Commercial Code, Criminal Procedure, Civil Procedure, and Business Organizations.

### ***Illinois Practice of Family Law (Muller Davis), West***

This book is not as expensive as the IICLE book on family law, but at the same time it is not as comprehensive as the IICLE set. This book does have statutes, forms, and other useful information.

### ***The Internet Guide for Illinois Lawyers, IICLE***

This is a great source for Internet resources of a legal nature. Much of the book is devoted to assisting the legal profession make full use of available modern media, but it has much to offer anyone doing legal research. Includes government sites.

### ***Sullivan's Law Directory, Law Bulletin Publishing Company***

Sullivan's is best known as a directory of attorneys. Volume two of this two-volume set, however, contains a wealth of official information- state and federal government officials, jurisdictional maps, court rules, etc. Attorneys in volume one are listed alphabetically, first those in Cook County, then all others, listed by cities and towns alphabetically. Listings include areas of practice.

### ***U.S. Master Tax Guide, CCH Incorporated***

While smaller than the Federal Tax Guide, each [annual] edition reflects all federal tax law changes that affect the current year's return. It also contains rate schedules, tables, and other helpful tools in preparing income tax returns.

---

## **Sphinx Publishing Illinois Guide Books**

### ***How to File for Divorce in Illinois, 2<sup>nd</sup> Edition***

This volume has an excellent discussion of all the ramifications of divorcing in Illinois. Annulments, property issues, and children are all addressed. This volume also contains most of the necessary forms needed to file for a divorce in Illinois.

### ***How to Make an Illinois Will, 2<sup>nd</sup> Edition***

Along with fourteen different wills, this volume also explains how to make a codicil to an existing will, create a living will, and how to grant power of attorney.

### ***How to Start a Business in Illinois, 2<sup>nd</sup> Edition***

Complete with forms and instructions, this volume addresses start-up procedures, laws and regulations, state and federal licensing laws, labor laws, and tax issues.

### ***Landlords' Rights and Duties in Illinois***

This set addresses all of the issues concerning landlord and tenant disputes, including eviction procedure and security deposits. This volume also discusses commercial tenancies, and issue not often addressed in manuals of this nature.

Sphinx/Sourcebooks also publishes a number of non-state-specific titles on how to handle personal injury suits and the like. These are also valuable assets to a collection. However, not all of the materials in these books will apply to Illinois, and the user will have to cross-reference these books with Illinois statutes and procedure.

---

## Illinois Institute of Continuing Legal Education Materials

### ***Bankruptcy Practice, 2 volumes***

Bankruptcy practice is a very complicated area, and the laws governing this procedure are being re-written even as we speak. In light of the sea changes going in this area of practice, this set will undoubtedly be revised in the near future.

### ***Basic Real Estate Practice, 2 volumes***

This set has procedure, commentary, and forms for all aspect of real estate practice in Illinois. Topics include basic sales agreements, escrow, insurance, easements, mortgage foreclosure, and real estate in bankruptcy proceedings.

### ***Defending DUI***

Unfortunately DUI is too prevalent of an offense, and this volume will be used quite heavily. It is the definitive work for DUI law in Illinois.

### ***Employment Discrimination***

This book examines discrimination law on both the Federal and State levels. Types of discrimination discussed include age, sex, race, disability, religious, and national origin. The last section in the book discusses how employers can minimize discrimination risks.

### ***Employment Termination***

This book provides an overview of the substantive law that may be involved in an employment termination case. Other important workplace issues such as AIDS, drug testing, and other privacy issues are also discussed.

### ***Estate Planning Forms and Commentary***

Complete source for wills, trusts, and other estate planning materials. Comes with a set of diskettes containing all of the forms in various word processor formats.

### ***Family Law, 3 volumes.***

This is the single most used set of books in the Law Library. All aspects of family law are covered in this set: divorce, custody, child support, adoption, care of elderly parents, and so much more.

### ***Illinois Workers' Compensation Practice***

Workers' Compensation cases are not handled in the regular court system, but rather are in the purview of the Industrial Commission. This volume examines all aspects of the occurrence of injuries and how to move the claim through the system.

### ***Representing Residential Tenants***

Subjects in this book include leases, discrimination, evictions, lockouts, government rental programs, and security deposits.

---

## "Luxury" Materials

### **American Jurisprudence: Pleading and Practice Forms, West Group**

71 volumes in size, this is the most comprehensive and most detailed set of form books one could get for any library. To illustrate the level of detail found in this set, one patron found a copy of the form used to file a personal injury suit when one is injured by an automatic door at the grocery store.

### **Collier Bankruptcy Manual, Matthew Bender**

This three-volume set is one of the best-known titles for bankruptcy information. With the increasing number of bankruptcies being filed, in conjunction with the ongoing changes in bankruptcy law, a set as comprehensive as Collier would be an excellent addition to any library's collection.

***Gitlin on Divorce, Lexis Publishing***

There are other more valuable sets for basic family (divorce) law in Illinois. However, for the details on how to handle the more "complicated" issues of family law, this set is the premier resource in the State of Illinois.

***Illinois Compiled Statutes Annotated, Lexis***

Smith-Hurd Illinois Compiled Statutes Annotated, West

A complete set of Illinois Statutes, this set also contains additional valuable information in the form of annotations. These annotations are synopses of important case law affecting each section of the Illinois code.

***Illinois Decisions, West***

Illinois Decisions reports case law from the Illinois Supreme and Appellate Courts.

***Illinois Jurisprudence, Lexis Publishing***

Arranged like an encyclopedia, this set is an excellent practice guide for law in Illinois. It covers all areas.

***Illinois Law & Practice, West Group***

45+ volumes in size and arranged like an encyclopedia, this set is also an excellent practice guide for law in Illinois. Unlike Nicholl's below which covers only civil law, all areas of law are covered in this set.

***Nicholl's Illinois Civil Practice, West Group***

10 volumes in length, this set is the best practice guide for Illinois civil law. Considered to be the best resource for civil law in Illinois, Nicholl's also comes with a full complement of forms.

***Social Security Practice Guide, Matthew Bender***

This five-volume set offers medical analysis along with analysis of statutes, regulations and case law; combined with practical advice, step-by-step guidance and numerous practice aids.

***Standard Federal Tax Reporter, CCH Incorporated***

The Standard Federal Tax Reporter is the most comprehensive and current federal income tax authority in the industry. Arranged by code section, this set provides users with code section, regulations, case law, and explanations and interpretations written by CCH editors.

***United States Code Annotated, West***

***United States Code Service, Lexis***

A complete set of federal statutes, this set also contains additional valuable information in the form of annotations. These annotations are synopses of important case law affecting each section of the federal code.