Plaintiff's Guide Sheet for Protective Orders - Please Read Carefully

The following information is provided to further explain the protective order process. It is recommended, but not required, that the Plaintiff carry a copy of the protective order at all times.

1. You can request one of the following types of protective orders:

ORDER OF PROTECTION: An Order of Protection is used for a "family" relationship between you and the Defendant. This can include any of the following: 1) married now or in the past, 2) live together now or lived together in the past, 3) parent of a child in common, 4) one of you is pregnant by the other, 5) you are a relative (parent, in-law, brother, sister, or grandparent), or 6) current or previous romantic or sexual relationship. Also, you must state how an act of domestic violence was threatened or committed against you within the last year.

INJUNCTION AGAINST HARASSMENT: The Defendant has committed a series of acts (more than one) of harassment against you in the last year. There is no fee for service of process if the petition arises out of a dating relationship.

INJUNCTION AGAINST WORKPLACE HARASSMENT: This Injunction may be filed by an employer or owner of a business or operation for the benefit of an employee or the business against a single act or series of acts of harassment.

2. OTHER PROTECTED PERSONS: It is possible that you will be referred to Superior Court if your children are listed as protected persons in this order. Only a Superior Court Judge can decide child custody or parenting time in a separate action.

3. ONE DEFENDANT: You must list only one defendant per petition. A separate petition must be filed for each defendant. **A copy of your petition and the order will be given to the Defendant and may be used in future judicial proceedings.**

4. SERVICE AND EFFECT: This protective order is valid for one year from the date it is served on the Defendant and is enforceable by law enforcement in any state or tribal nation in the United States. There is no fee for law enforcement service of an Order of Protection or Injunction Against Harassment involving a dating relationship. There is a fee to serve an Injunction Against Harassment not involving a dating relationship or an Injunction Against Workplace Harassment. The court will instruct you on how service can be made. The cost to serve injunctions varies depending on mileage and number of attempts. If you cannot afford to hire a process server, you can ask the judge to defer or waive the fee.

5. PROTECTIVE ORDER HEARING: If the Defendant disagrees with this protective order, he/she has the right to request a hearing, which will be held within 5 to 10 business days after a written request has been filed in the court that issued this order. If you do not appear at the hearing, your Order may be quashed (dismissed); therefore, you must notify the court of any change in your contact information to assure you are notified of any hearing dates and times.

6. MODIFYING OR QUASHING (DISMISSING) THIS PROTECTIVE ORDER: Only a judge can modify or quash (dismiss) this protective order. If you file an action for maternity, paternity, annulment, legal separation, or dissolution against the Defendant, advise this court at once. **Nothing you do can stop, change, or undo this protective order without the Court's written approval.**

7. PLAINTIFF CONTACT: Even if you initiate contact, the Defendant could be arrested for violating this protective order. **If the Defendant does not want you to contact him/her, the Defendant has the right to request a protective order against you.**

8. LAW ENFORCEMENT STANDBY: If you or the Defendant needs to get personal belongings from the other, you may request standby from the judge. Standby allows you or the Defendant to return once with a law enforcement officer to obtain necessary personal belongings from the residence. Neither law enforcement nor this protective order can resolve conflicts over property, title, furniture, finances, real estate, or other ownership issues.

9. FIREARMS: You may request that the judge order the Defendant not to possess, receive, or purchase firearms or ammunition.

10. COUNSELING: If requested, counseling for the Defendant can only be ordered at a hearing at which you and the Defendant must appear.

11. PUBLIC ACCESS: Only the information contained in the served protective order, not the petition, will be entered into the state computer system and will be made public on the internet. See next page to keep your address(es) private.

Case No. _For Court Use Only__

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PRINT ALL INFORMATION ON THIS FORM AND ON THE PETITION.

_____ Your Name

_____ Your Address

(_____)_____ Your Daytime Telephone Number

_____ City, State, ZIP

You may request that the Court keep your address confidential if the Defendant does not know where you live or work. If checked, the following addresses will be restricted and will not appear on the petition served on the Defendant:

☐ **Restrict home address** ☐ **Restrict work address** ☐ **Restrict other address**
☐ **Restrict school address**

Your relationship to the defendant is: (Choose only the FIRST category that applies to your relationship to the defendant.)

☐ married now or in the past
☐ live together now or lived together in the past
☐ parent of a child in common
☐ one party is pregnant by the other
☐ relative (parent, in-law, brother, sister, or grandparent)
☐ romantic or sexual relationship (current or previous)
☐ dating but not a romantic or sexual relationship
☐ other

_____ Defendant's Name

_____ Defendant's Address

(_____)_____ Defendant's Daytime Telephone Number

_____ City, State, ZIP

DEFENDANT IDENTIFIERS

Please provide all information below to the best of your knowledge. If you do not know the Defendant's date of birth, an estimated date of birth is acceptable. Please indicate the date of birth is an estimate by checking the "Est." box below.

SEX	RACE	DOB Est.	HT	WT
		☐		
EYES	HAIR	SOC SEC NUMBER		
DRIVER'S LICENSE #		STATE	EXP DATE	

ANIMALS and ORDERS OF PROTECTION – If you are requesting an Order of Protection to protect yourself, you may also ask the court to grant you the custody, care, and control of any animal owned by you, the defendant, or a minor child living in your household if you believe that the defendant is a danger to the animals. (A.R.S. § 13-3602(G)(7)) If you are asking the court to include animals on an Order of Protection, please write your request on Line 9 of the Petition.

TEMPE MUNICIPAL COURT/NCIC#AZ007121J/DPC#0753 140 E FIFTH ST TEMPE, AZ 85281 480-350-8270

Plaintiff / Plaintiff Employer (Work Injunction ONLY) Birth Date:_____	**Defendant** _____ Address _____ City, State, Zip Code, Phone	**Case No.** For Court Use Only **PETITION for** ☐ **Order of Protection** ☐ **Injunction Against Harassment** ☐ **Workplace Injunction**
Agent's Name (Work Injunction ONLY)		

DIRECTIONS: Please read the Plaintiff's Guide Sheet before filling out this form.

1. Defendant/Plaintiff Relationship: ☐ Married now or in the past ☐ Live together now or lived together in the past, ☐ Child in common ☐ One of us pregnant by the other ☐ Related (Parent, In-law, Brother, Sister or Grandparent) ☐ Romantic or sexual relationship (current or previous) ☐ Dating but not a romantic or sexual relationship
   ☐ Other: _____

2. ☐ If checked, there is a pending action involving maternity, paternity, annulment, legal separation, dissolution, custody, parenting time or support in _____ Superior Court, Case #: _____.

3. Have you or the Defendant been charged or arrested for domestic violence OR requested a Protective Order?
   ☐ Yes ☐ No ☐ Not sure
   If yes or not sure, explain: _____

4. I need a Court Order because: (PRINT both the date(s) and briefly what happened):

Date(s)	Describe what happened (Attach additional paper if necessary – Do not write on back)

Case No. For Court Use Only

5. The following persons should also be on this Order. As stated in number 4, the Defendant is a danger to them:

_____ (___/___/_____) _____ (___/___/_____)
Birth Date Birth Date

_____ (___/___/_____) _____ (___/___/_____)
Birth Date Birth Date

6. Defendant should be ordered to stay away from these locations, at all times, even when I am not present:

☐ Home _____

☐ Work _____

☐ School/Others_____

7. ☐ If checked, because of the risk of harm, order the defendant NOT to possess firearms or ammunition.

8. ☐ If checked, request an order for the Defendant to participate in domestic violence counseling or other counseling.

9. Other: _____

Under penalty of perjury, I swear or affirm the above statements are true to the best of my knowledge, and I request an Order / Injunction granting relief as allowed by law.

_____ Attest: _____ ___/___/_____
Plaintiff Judicial Officer/ Clerk / Notary Date

DO NOT SERVE THIS FORM ON DEFENDANT.

After successful service, please SHRED THIS FORM and return Declaration to the court.

TEMPE MUNICIPAL COURT: DEFENDANT INFORMATION FORM / CONFIDENTIAL

Upon unsuccessful service of this order, please forward all paperwork (including this form) to the originating court. Courts: Forward all unsuccessful service documents to: Marla Pressler, Glendale Police Department POC (Protective Order Service Coordinator)
6835 N. 57th Drive, Glendale, 85301. Email: mpressler@glendaleaz.com. Phone number: 623-930-3123. Fax number: 623-847-5329

NOTICE: INFORMATION PROVIDED ON THIS FORM WILL NEVER BE GIVEN TO THE DEFENDANT AND WILL ONLY BE USED TO SERVE YOUR ORDER. PROVIDING COMPLETE AND ACCURATE INFORMATION WILL HELP YOUR ORDER TO BE SERVED IN A SAFE AND TIMELY MANNER. INACCURATE INFORMATION WILL DELAY SERVICE OR RESULT IN YOUR ORDER NOT BEING SERVED.

☐ Please check here if this form is providing new information to update a previously submitted Defendant Information Form.

Your Name/Phone Number (safe number)_____ Today's date_____

Case No./Date Order Issued_____ Defendant Name/DOB_____

Defendant Custody Location (if applicable)_____Do you have a photo of the defendant? _____

Other Names Used_____

Address_____City/State_____Zip Code_____

Home Phone #_____ Cell #_____Work #_____

Time of Day Most Likely to be Home_____

Alternative Address/Location (friends, relatives, etc)_____

_____

Employer Name/Address/Phone Number_____ Work Days/Hours_____

Other Places Defendant Frequents, Days/Times Most Likely to be There _____

_____

Vehicle Make/Model/Year/Color/License Plate_____

Other Vehicles_____

Distinguishing Physical Characteristics (Glasses, Tattoos, Facial Hair, Scars, Etc)_____

Type(s) of weapons defendant possesses, and where they are now_____

The Defendant ☐ Is Violent Toward Police ☐ Is a Drug User ☐ Is a Heavy Drinker
☐ Is Mentally Ill ☐ Is on Probation/Parole? P.O. Name/Number_____

Is the defendant affiliated with a street gang? Please provide details _____

Does the defendant require an interpreter? ☐Yes ☐No Language_____

Do you, the defendant, or anyone else involved in this matter work for any West Valley City?_____

Security Question - Please provide a confidential question and answer for telephone identification purposes (example: your elementary school attended, pet's name, mother's maiden name): _____

_____

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SERVICE ATTEMPTS* Case No. ________________________________

Date and time ______________________________ Location_______________________________________

____ Successfully Served Officer Name_______________________________

____ Unsuccessful (check reason): Officer serial number ________________________

____ Defendant moved Officer Agency______________________________

____ Defendant not at home

____ Defendant not at work

____ Other/Possible Service Locations____

Date and time ______________________________ Location_______________________________________

____ Successfully Served Officer Name_______________________________

____ Unsuccessful (check reason): Officer serial number ________________________

____ Defendant moved Officer Agency______________________________

____ Defendant not at home

____ Defendant not at work

____ Other/Possible Service Locations____

Date and time ______________________________ Location_______________________________________

____ Successfully Served Officer Name_______________________________

____ Unsuccessful (check reason): Officer serial number ________________________

____ Defendant moved Officer Agency______________________________

____ Defendant not at home

____ Defendant not at work

____ Other/Possible Service Locations____

Date and time ______________________________ Location_______________________________________

____ Successfully Served Officer Name_______________________________

____ Unsuccessful (check reason): Officer serial number ________________________

____ Defendant moved Officer Agency______________________________

____ Defendant not at home

____ Defendant not at work

____ Other/Possible Service Locations____

DO NOT SERVE THIS FORM ON DEFENDANT.